

AGENCY PROCUREMENT INDICATORS

Fiscal Year 2017

NYC
Mayors Office of
Contract Services

**The City of New York
Mayor Bill de Blasio**

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List of Mayoral Agencies, Acronyms & Initialisms

ACRONYM/ INITIALISM	AGENCY
ACS	Administration for Children's Services
BIC	Business Integrity Commission
CCHR	City Commission on Human Rights
CCRB	Civilian Complaint Review Board
DCA	Department of Consumer Affairs
DCAS	Department of Citywide Administrative Services
DCLA	Department of Cultural Affairs
DCP	Department of City Planning
DDC	Department of Design & Construction
DEP	Department of Environmental Protection
DFTA	Department for the Aging
DHS	Department of Homeless Services
DOB	Department of Buildings
DOC	Department of Correction
DOE	Department of Education
DOF	Department of Finance
DOHMH	Department of Health and Mental Hygiene
DOI	Department of Investigation
DoITT	Department of Information Technology & Telecommunications
DOP	Department of Probation
DORIS	Department of Records and Information Services
DOT	Department of Transportation
DPR	Department of Parks & Recreation
DSNY	Department of Sanitation
DSS	Department of Social Services
DYCD	Department of Youth & Community Development
EDC	Economic Development Corporation
FDNY	Fire Department
HPD	Department of Housing Preservation & Development
HRA	Human Resources Administration
Law	Law Department
LPC	Landmarks Preservation Commission
MOCJ	Mayor's Office of Criminal Justice
MOCS	Mayor's Office of Contract Services
NYCEM	Office of Emergency Management
NYPD	Police Department
OATH	Office of Administrative Trials and Hearings
SBS	Department of Small Business Services
TLC	Taxi & Limousine Commission

Cover Image: Brooklyn Bridge Park below the Manhattan Bridge at Dusk
Photo by Julienne Schaer

The Manhattan Bridge is the youngest of the three DOT East River suspension bridges. Construction began on October 1, 1901, and ended nine years later. Its total length is 5,780 feet from abutment to abutment at the lower level and 6,090 feet on the upper roadways from portal to portal. Its main span length is 1,470 feet long, and each of its four cables is 3,224 feet long. Designed by Leon Moisseiff (1872-1943), the Bridge was the first to be built based on deflection theory. This radical theory held that the inherent structure of suspension bridges makes them stronger than previously thought. Consequently, the Bridge does not have massive stiffening trusses like those used on the Williamsburg Bridge.

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Fiscal 2017 Agency Procurement Indicators

Introduction

Procurement enables direct services to New Yorkers, helps maintain the City's infrastructure, secures the operation of City government and New York City operations, creates civic services, builds infrastructure, and advances public programs. Procurement consists of a transparent contracting process that provides goods and services in the best interest of the City, and is governed by the Procurement Policy Board (PPB). City procurement offices are responsible for safeguarding taxpayer dollars, ensuring fair treatment for vendors, and leveraging the buying power of the City to achieve public goals.

The Agency Procurement Indicators Report for Fiscal 2017 demonstrates the impact of procurement and provides information on the City's procurement spending from July 1, 2016 to June 30, 2017. This report provides a view into what the City buys and how we buy it.

Notes on the Data

In this report, MOCS provides data on City contract actions completed by each Mayoral agency procurement office in Fiscal 2017 in three different ways:

- 1. Procurement by Method.** MOCS tracks the number and value of contracts that City agencies register by procurement method. Procurement methods include, but are not limited to, competitive sealed bids, proposals, and emergency procurements. See the Glossary for a full list of procurement methods.
- 2. Procurement by Industry.** MOCS categorizes procurement actions by industries—human services, professional services, standardized services, construction services, and goods—to understand the City's investment in each sector.
- 3. Procurement by Size.** Contract awards are grouped according to the total dollar value at registration. By doing so, MOCS is able to compare similar contracts and performance across industries.

This report presents Fiscal 2017 data. Year-to-year comparisons of procurement volumes by method, industry and size are included in the appendices: <http://www1.nyc.gov/site/mocs/resources/publications.page>

CITYWIDE PROCUREMENT INDICATORS

INTRODUCTION

AGENCY PROCUREMENT INDICATORS

APPENDICES, LISTS AND GLOSSARIES

Citywide Procurement Indicators

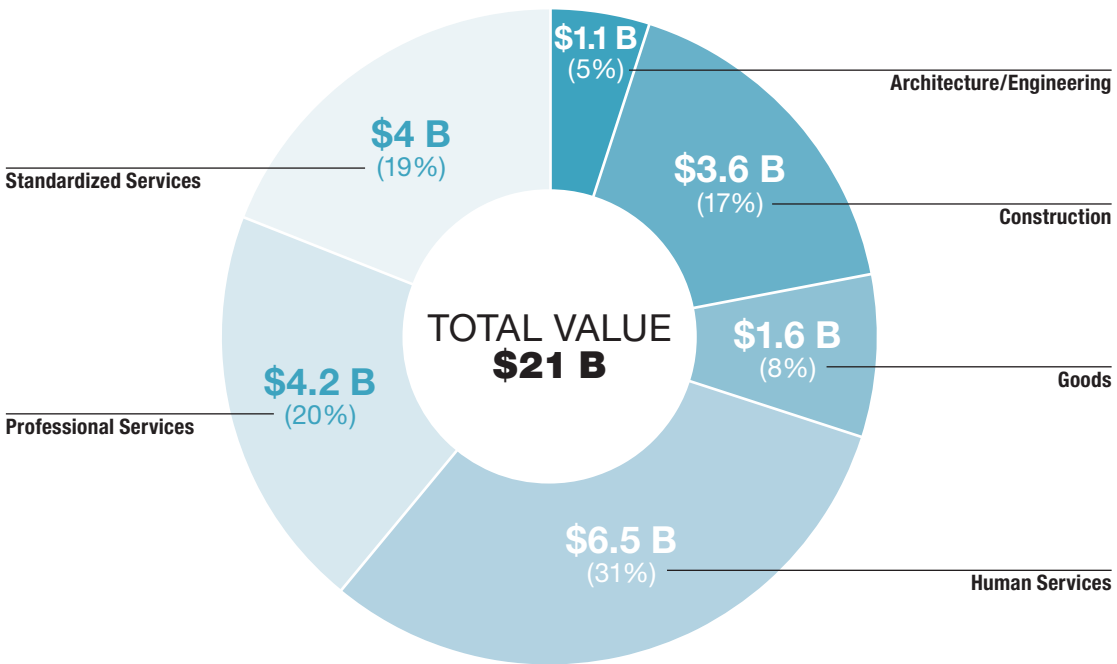
New York City is one of the largest procuring entities in the country. In Fiscal 2017, the City procured \$21 billion worth of goods and services through almost 39,500 transactions. This represents a 37% increase in total dollar value relative to Fiscal 2016 (\$15.3 billion). These transactions provided direct services to New Yorkers, helped maintain the City’s infrastructure, and secured the operation of City government. The following procurement indicators are citywide in scope and include all Mayoral agencies.

HOW THE CITY SPENDS MONEY

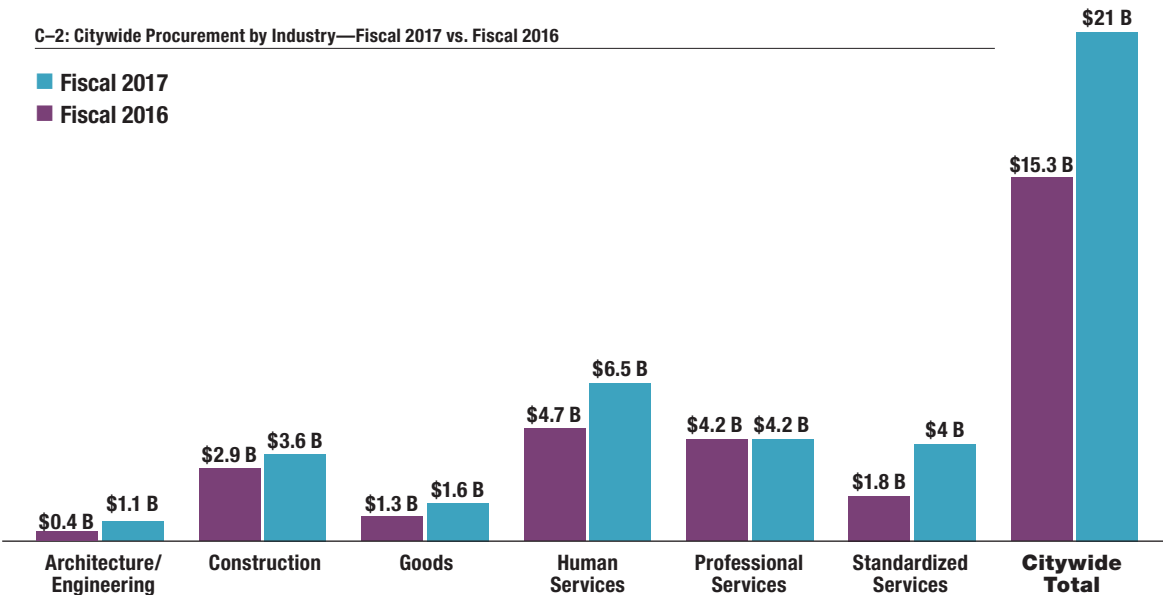
Procurement by Industry

New York City categorizes procurements in six major industry categories: architecture/engineering, goods, construction, human services, professional services, and standardized services. See the Glossary for definitions of each industry. See Appendix B for agency-by-agency breakdowns of procurement by industry.

C-1: Citywide Procurement by Industry—Fiscal 2017



C-2: Citywide Procurement by Industry—Fiscal 2017 vs. Fiscal 2016



Procurement by Method

The Procurement Policy Board (PPB) rules lay out the methods for purchasing new goods and services and the procedures that must be followed to continue or modify existing contracts. See the Glossary for definitions of each procurement method. Agency procurement professionals select the appropriate procurement method based on the agencies' business needs and the City's procurement rules. See Appendix A for agency-by-agency breakdowns of procurement by method.

C-3: Citywide Procurements by Method—Fiscal 2017

NEW AWARD METHODS	COUNT	CONTRACT VALUE
Accelerated	85	\$182,944,900
Assignment	71	\$86,038,500
Buy-Against	3	\$22,791,200
Competitive Sealed Bid	716	\$4,120,833,900
Demonstration Project	26	\$29,507,300
Emergency	88	\$76,940,800
Government-to-Government Purchase	50	\$45,742,900
Intergovernmental	564	\$454,025,000
Line-Item Appropriation	2,324	\$180,450,000
Micropurchase	23,494	\$106,258,600
Negotiated Acquisition	171	\$546,903,900
Request for Proposal	439	\$4,657,136,300
Required Source or Procurement Method	90	\$104,300,000
Small Purchase	2,483	\$81,054,900
Sole Source	53	\$2,874,490,600
Task Order	762	\$572,006,400
CONTINUATION METHODS	COUNT	CONTRACT VALUE
Amendment	4,585	\$1,243,457,400
Amendment Extension	565	\$476,505,800
Construction Change Order	1,609	\$256,353,400
Design Change Order	287	\$409,984,800
Negotiated Acquisition Extension	267	\$299,067,300
Renewal	737	\$4,150,928,600
CITYWIDE TOTAL	39,469	\$20,977,722,500

Procurement by Size

Procurement actions valued at greater than \$3 million represent approximately 85% of the total value of procurements made in Fiscal 2017. By contrast, purchases for \$100,000 or less account for less than 2% of the total dollar volume but 85% of the total number of procurements processed. See Appendix C for year-to-year totals of individual agencies.

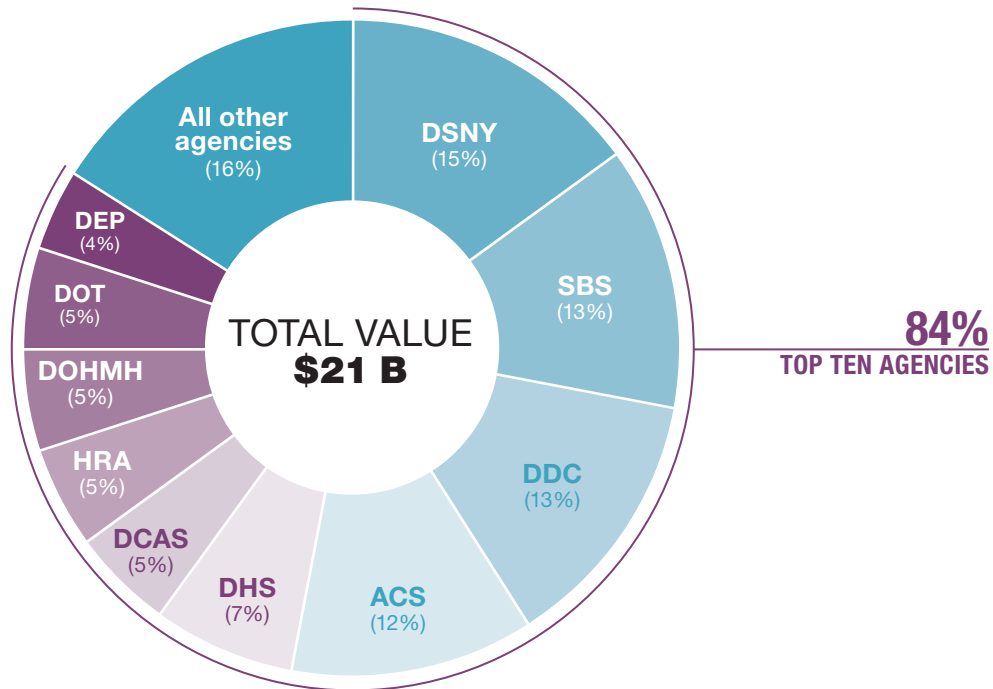
C-4: Citywide Number of Contracts by Dollar Value—Fiscal 2017¹

SIZE	COUNT	CONTRACT VALUE
≤ \$0	469	(\$334,187,900) ²
≤ \$100,000	33,649	\$404,296,700
≤ \$1,000,000	3,372	\$1,191,814,900
≤ \$3,000,000	1,007	\$1,781,908,500
≤ \$25,000,000	872	\$6,914,660,900
> \$25,000,000	100	\$11,019,229,400
Citywide Total	39,469	\$20,977,722,500

Top Ten Agencies by Procurement Value

The ten agencies that procured the highest dollar value of contracts in Fiscal 2017 represent 84% of the total value of City procurements for Fiscal 2017.

C-5: Citywide Procurement Investment: Top Ten Agencies—Fiscal 2017



¹ Procurement actions also include modifications of existing contracts. Modifications may decrease the value of a contract when an agency requires less of a good or service than it initially anticipated. Modifications may also increase the value of a contract when an agency requires more of a good or service than anticipated, making the contract dollar value higher than when originally registered.

² Table C-4 indicates \$334.2 million worth of negative modifications, bringing the contract dollar value lower than the registered amount.

Largest Contracts

The 15 largest City contracts by dollar value in Fiscal 2017 account for 35% of procurement in the fiscal year and are cumulatively valued at approximately \$7.3 billion.

C-6: Top 15 Contracts by Dollar Value—Fiscal 2017

#	AGENCY	VENDOR NAME	PURPOSE	CONTRACT VALUE
1	DSNY	Waste Management of New York LLC	Export Municipal Waste from Brooklyn Waste Management of New York LLC	\$2,750,000,000
2	SBS	New York City Economic Development Corporation	NYCEDC Master – Citywide Economic Development Services	\$2,084,797,000
3	DOHMH	Public Health Solutions	HIV/AIDS Master Contractor (Public Health Solutions)	\$565,000,000
4	SBS	New York City Economic Development Corporation	NYCEDC Maritime, Aviation, Rail Freight, Market & Intermodal	\$522,937,000
5	DOT	Eastern Shipbuilding Group Inc.	Design & Construction of Three New Ferry Boats (Ollis Class)	\$250,886,400
6	DSNY	Tully Construction Co. Inc.	Section 1/9 Final Cover & Closure Construction, Fresh Kills	\$243,617,900
7	DDC	CAC Industries Inc.	Pelham Parkway, Phase 2 Construction	\$115,271,100
8	DDC	EIC.associates Inc.	Storm & Sanitation Sewer Construction, Queens	\$108,810,700
9	SBS	NYC & Company, Inc.	Tourism Consulting, Marketing & Licensing Services	\$105,809,200
10	DoITT	Northrop Grumman Systems Corporation	Citywide Mobile Wireless Network – Three Year Renewal	\$105,045,800
11	DOT	El Sol Contracting Es li Enterprises Jv	Rehabilitation of the Henry Hudson Parkway Viaduct	\$94,375,300
12	ACS	New York Foundling Hospital	Family Foster Care	\$91,976,400
13	ACS	Catholic Guardian Services	Family Foster Care – Renewal	\$89,155,600
14	DoITT	Motorola Solutions, Inc	DRC – Radio Products and Services	\$87,389,500
15	DDC	Restani Construction Corp	Reconstruction of South Beach Area Streets, Staten Island	\$83,668,200
Total Value				\$7,298,740,100

Ten Largest Requirements Contracts

A requirements contract is entered into by a City agency, usually the Department of Citywide Administrative Services (DCAS) or the Department of Information Technology & Telecommunications (DoITT), with a vendor that generally agrees to supply the City's entire need for a particular good or service. Using the contract on an "as-needed" basis allows agencies to acquire goods and services quickly, efficiently, and at a lower cost through volume-based discount pricing.

C-7: Top Ten Requirements Contracts by Dollar Value—Fiscal 2017

#	AGENCY	VENDOR NAME	PURPOSE	CONTRACT VALUE
1	DoITT	Motorola Solutions, Inc	DRC – Radio Products And Services	\$87,389,500
2	DoITT	Mythics, Inc	Citywide ORACLE Software and Hardware Maintenance	\$77,500,000
3	DCAS	Global Montello Group Corp	Gasoline and Ethanol Blends plus Bulk Delivery	\$63,062,700
4	DCAS	Tully Construction Co Inc–Jocar Asphalt	Asphalt Paving Delivered to City Trucks	\$59,171,800
5	DCAS	Peckham Materials Corp	Asphalt Paving Delivered to City Trucks	\$41,404,000
6	DCAS	RCA Asphalt, LLC	Asphalt Paving Delivered to City Trucks	\$34,808,200
7	DCAS	Kovatch Mobile Equipment	2000 GPM Pumper Apparatus for FDNY Trucks	\$29,199,500
8	DCAS	Tilcon New York, Inc	Roadway Repair and Maintenance	\$29,133,300
9	DCAS	Tilcon New York, Inc	Asphalt Paving Delivered to City Trucks	\$22,631,000
10	DCAS	S I Asphalt Company, LLC	Asphalt Paving Delivered to City Trucks	\$21,672,000
Total Value				\$465,972,000

Cycle Time

The time it takes for the City to complete the procurement process, or cycle time, is an important indicator of efficiency. Cycle times may be affected by complicated vendor integrity issues, insurance requirements, labor law compliance, and budget challenges that delay final contracting decisions. Additionally, cycle time varies according to procurement complexity and agency. Overall, there was a 2% increase in cycle time from Fiscal 2016 to Fiscal 2017.

C-8: Citywide Median Cycle Time (days) for Competitive Sealed Bids⁵ – Fiscal 2017 vs. Fiscal 2016

AGENCY	FISCAL 2017 MEDIAN CYCLE TIME IN DAYS	FISCAL 2017 COUNT	FISCAL 2016 MEDIAN CYCLE TIME IN DAYS ⁶	FISCAL 2016 COUNT	2017 – 2016 CHANGE
ACS	208	1	227	1	(19)
DCAS ³	138	206	126	212	12
DDC ⁴	272	150	262	111	10
DEP	155	46	210	63	(55)
DHS	303	8			
DOC	152	16	202	5	(50)
DOHMH	192	11	409	1	(217)
DOITT	203	2			
DOT	196	24	198	41	(2)
DPR	201	132	198	103	3
DSNY	196	14	247	24	(51)
FDNY	159	8	181	11	(22)
HPD	239	5	234	3	5
HRA	227	5	251	6	(24)
NYPD	231	11	187	16	44
OATH	154	1			
SBS	216	1			
Citywide Median	188	641	185	597	3

³ DCAS and DCAS-DMSS were combined into DCAS. DPR-C and DPR-E were combined into DPR.

⁴ Note that there is a greater likelihood that the procurement of construction services via the CSB method will yield a lengthier cycle time due to additional procurement steps and oversight approvals tied to labor law compliance and compliance with capital budget directives.

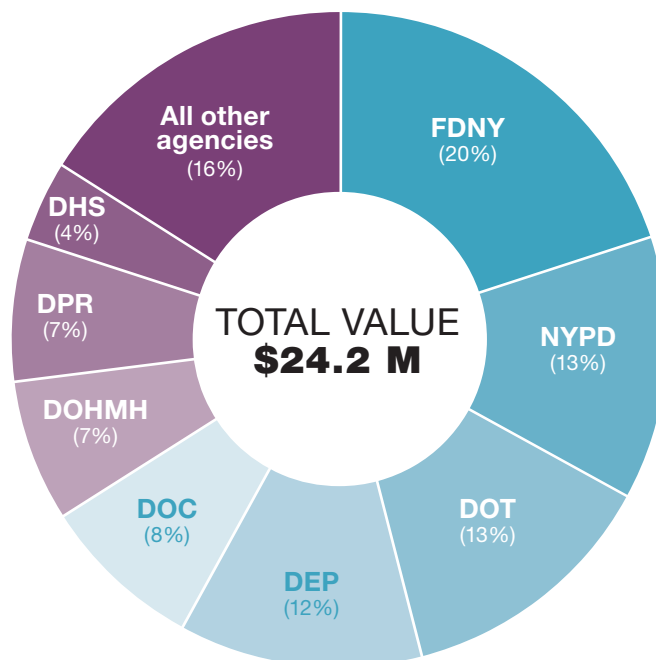
⁵ Includes contract where procurement method is "CSB", status is "registered" and registration date is in FY17, and contract value is greater than or equal to \$100K. Cycle time is defined as the median of the interval between [Sent to Comptroller Date] and [Date Published in the City Record].

⁶ Cycle time for agencies may be blank for FY16 if the agency did not have a procurement record that met all parameters defined in the above footnote.

P-Card Purchasing

The Purchasing Card (P-Card) program is designed to assist agencies in streamlining the process for certain micropurchases. P-Cards are used by agencies to purchase goods and standard services quickly and efficiently, without the intermediate steps required by the City's financial management system. In Fiscal 2017, City agencies spent over \$24 million using P-Cards.⁷

C-9: Citywide P-Card Purchases—Fiscal 2017



⁷ Excludes P-Card purchases where agency obtained a waiver.

Contracts Designated By Elected Officials

Discretionary awards are designated by the New York City Council (City Council) to particular community-based organizations and nonprofits. Each nonprofit that applies for funding undergoes a rigorous review by City Council legal staff and MOCS above the prequalification threshold. Awards are named in Schedule C of the City's budget and throughout the fiscal year in monthly Transparency Resolutions. Discretionary awards not registered by agencies in the current fiscal year may be registered in the next. For more details on discretionary awards, see Appendix D.

C-10: Discretionary Awards—Fiscal 2017

AGENCY	TOTAL ALLOCATED BY COUNCIL	TOTAL CLEARED BY MOCS	REGISTERED BY AGENCIES
ACS	\$10,702,100	\$10,652,100	\$10,652,100
DCLA	\$26,245,700	\$26,000,200	\$24,353,500
DFTA	\$28,604,600	\$27,826,300	\$21,256,800
DOHMH	\$36,000,500	\$33,870,700	\$23,360,100
DHS	\$1,443,800	\$1,443,800	\$0
DOP	\$1,552,800	\$1,552,800	\$1,552,800
DPR	\$2,675,200	\$2,572,200	\$937,000
SBS	\$17,213,100	\$16,610,300	\$14,174,600
DYCD	\$64,223,700	\$61,582,600	\$46,032,900
HPD	\$11,530,900	\$11,430,700	\$7,178,400
HRA	\$27,893,200	\$27,381,700	\$15,154,700
MOCJ	\$19,950,000	\$19,693,900	\$17,124,000
All Other Agencies	\$163,900	\$163,900	\$158,900
Citywide Total	\$248,199,500	\$240,781,200	\$181,935,800

Franchises and Concessions

The Franchise and Concession Review Committee (FCRC) is responsible for approving certain franchise and concession transactions as provided in the City Charter and the Concession Rules of the City of New York. A franchise allows a private entity to occupy or use City property to provide a public service, such as telecommunications or transportation. A concession allows a private entity to use City-owned property for a private use that serves a public purpose, such as restaurants in a City park, sports and recreational facilities, or pedestrian plazas. Franchises and concessions typically generate revenue for the City. In Fiscal 2017, the FCRC approved no franchises, and agencies awarded 58 concessions with a projected revenue of \$25.9 million. The 577 operating franchises and concessions, many registered in previous fiscal years, generated approximately \$232.3 million and \$54.4 million in revenue, respectively.

For more information on franchises and concessions please visit:
<http://www1.nyc.gov/site/mocs/contracts/reports.page>

Revocable Consents

A revocable consent is the City's grant of a right to a private entity to construct and maintain certain structures on, over, or under City property for private improvements. In exchange for fees paid to the City, revocable consents are generally for the sole use and benefit of the recipient. The City grants revocable consents for a variety of private improvements, such as sidewalk cafés, bridges, and tunnels. In Fiscal 2017, the Department of Transportation (DOT) registered 90 revocable consents with a total projected value of \$962.0 million. Please note that this figure includes the Con Ed Transformer Vault revocable consent, which is a 20-year agreement and makes up the vast majority of that total. Likewise, the Department of Consumer Affairs (DCA) registered 352 revocable consents with a total projected value of \$8.8 million.

PROCUREMENT IMPACT

In addition to City agencies using the procurement process to fulfill their respective missions and to maintain their operations, City procurement impacts New York City residents in other ways. Below are examples of how Fiscal 2017 procurements affected environmental, community, and economic developments in New York City.

REDUCING THE ENVIRONMENTAL FOOTPRINT OF NEW YORK CITY

Environmentally Preferable Purchasing

The City's Environmentally Preferable Purchasing (EPP) laws were designed to minimize the environmental harm caused by the City in its role as a consumer of goods. This multi-faceted procurement program established environmentally preferable standards to address a host of environmental concerns including energy and water use, air quality, greenhouse gas emissions, hazardous substances, recycled and reused materials, and waste reduction.

Pursuant to Local Laws 118, 119, 120, 121 and 123 of 2005, City agencies are required to meet environmentally preferable standards, such as minimum recycled content, when purchasing particular categories of goods and services and through certain construction contracts. All EPP reports required by law can be found in Appendix E.

C-11: Environmentally Preferable Purchases—Fiscal 2017

TYPE	CONTRACT VALUE
Goods: Construction Contracts	\$206,098,600
Goods: Direct Purchases	\$416,582,000
Total	\$622,680,600

WAGE STANDARDS

Prevailing Wages

The wages paid for public construction work and building service contracts in New York State are mandated by New York State Labor Law. The New York City Comptroller sets the prevailing wage rates and supplemental benefit rates for trade classifications that apply to certain types of work under public construction and building service contracts performed in the City. Prevailing wages ensure a well-paid and skilled workforce that produces high-quality projects and services for the City. In Fiscal 2017, 513 contracts were registered that were subject to prevailing wage requirements with a cumulative value of nearly \$3.3 billion.

Living Wage

The New York City Administrative Code establishes living wage requirements for certain types of City service contracts, specifically homecare services, building services, day care services, head start services, services to persons with cerebral palsy, food services, and temporary services. In Fiscal 2017, the City awarded more than \$1.09 billion in contracts subject to living wage, a 346% increase from the \$246.5 million in contracts awarded in Fiscal 2016.

PREFERRED SOURCE

While satisfying the procurement needs of City agencies, the Preferred Source program creates job opportunities for disabled and incarcerated New Yorkers who otherwise might not be able to find work, empowering them with dignity and a sense of purpose. To advance special social and economic goals, all state agencies, political subdivisions, and public benefit corporations are required to purchase approved products and services from preferred sources if their offering meets the agency's needs. New York State's Preferred Source requirements were established by Section 162 of the New York State Finance Law. Purchases from preferred sources take precedence over all other sources of supply and do not require competitive procurement methods.

In Fiscal 2017, the City purchased over \$50.8 million of goods and services from New York State preferred source vendors. Local Law 125 of 2013 requires MOCS to report annually on preferred source contract awards made by City agencies, additional details of which are available in Appendix F.

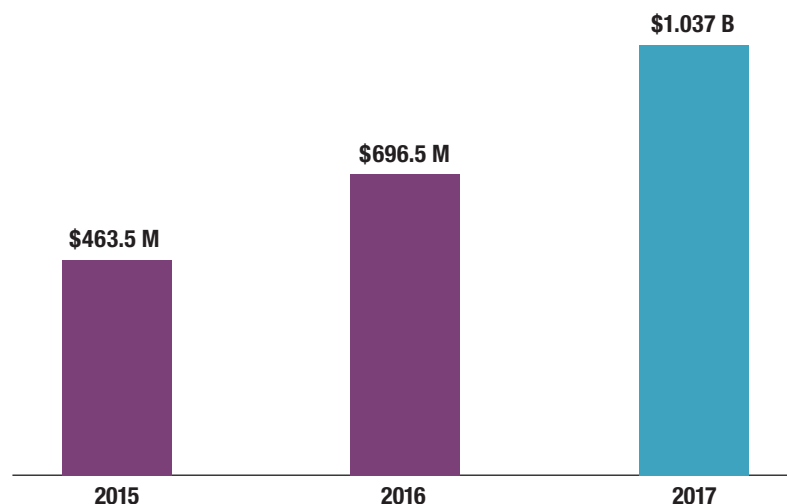
ECONOMIC OPPORTUNITIES FOR MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISES UNDER LOCAL LAW 1 OF 2013

New York is committed to encouraging a competitive and diverse business environment—one that truly reflects the makeup of this City. The Minority and Women-owned Business Enterprises (M/WBE) Program was created to address the disparity between City contract awards to specific ethnic and gender groups and the representation of those groups within the New York City regional market. Overall, the M/WBE Program, led by the citywide M/WBE Director, seeks to increase the contracting opportunities and participation among City-certified M/WBE firms.

In Fiscal 2017, the City awarded over \$1 billion in combined prime and subcontract awards to City-certified M/WBE vendors, a 49% increase relative to Fiscal 2016 (\$696 million). This represents a combined M/WBE utilization rate of 11.4% among contracts subject to the City's M/WBE Program.^{8,9}

In the 4th quarter of Fiscal 2017, the Department of Sanitation (DSNY) awarded and registered a \$2.75 billion contract to Waste Management, LLC. This 20-year standard services contract for waste management services will provide the City with the necessary services to fulfill the obligations of with the City's comprehensive, long-term plan to equitably and sustainably transport and dispose of the City's municipal solid waste. Without this contract, the Fiscal 2017 utilization would have been 16.2%. The City is diligently working with the contractor to implement a plan to support the efforts of the M/WBE Program.

C-12: Combined Prime and Subcontract M/WBE Total Award Values Over Time



⁸ Local Law 1 of 2013 (LL1) established citywide participation goals for M/WBEs for standardized, professional, and construction services contracts, regardless of value, and for goods contracts (valued under \$100,000) that were solicited after July 1, 2013. Local Law 129 of 2005 (LL129) preceded LL1. The Program under LL129 was limited to prime contracts valued at less than \$1 million and limited M/WBE subcontracting goals to construction and professional services subcontracts valued under \$1 million. As LL1 does not apply to contracts solicited prior to July 1, 2013, certain subcontract awards during Fiscal 2017 were made on prime contracts that were subject to LL129.

⁹ Under Section 6-129(q) of the New York City Administrative Code (NYC Admin. Code), agencies are not required to set participation goals on the following types of contracts: (1) those subject to federal or state funding requirements which preclude the City from imposing goals; (2) those subject to federal or state law participation requirements for M/WBEs, disadvantaged business enterprises, and/or emerging business enterprises; (3) contracts between agencies; (4) procurements made through the United States General Services Administration or another federal agency, or through the New York State Office of General Services or another state agency, or any other governmental agency; (5) emergency procurements; (6) sole source procurements; (7) contracts for human services; and (8) contracts awarded to nonprofit organizations.

Prime Contract M/WBE Utilization

In Fiscal 2017, M/WBE prime contract awards subject to the Program represented 10% of the applicable prime contract universe, compared to 13% in Fiscal 2016. As Table C-13 demonstrates, M/WBEs were awarded approximately \$907.0 million in prime contracts in Fiscal 2017,¹⁰ a 49% increase over prime contract awards in Fiscal 2016. For additional details on the information presented in this table, please refer to Appendix G.

C-13: Prime M/WBE Utilization—Fiscal 2017

INDUSTRY/SIZE	TOTAL M/WBE		TOTAL SUBJECT TO PROGRAM		PERCENT OF TOTAL VALUE
	COUNT	CONTRACT VALUE	COUNT	CONTRACT VALUE	
Construction Services	3,461	\$286,228,900	8,477	\$3,119,220,100	9%
Micropurchase ¹¹	3,339	\$4,352,500	8,069	\$9,992,400	44%
Small Purchase ¹²	17	\$1,176,500	35	\$2,404,400	49%
>\$100K, ≤\$1M	34	\$21,772,500	68	\$41,644,700	52%
>\$1M, ≤\$5M	59	\$144,570,900	187	\$520,066,700	28%
>\$5M, ≤\$25M	11	\$84,422,500	99	\$1,104,388,600	8%
>\$25M	1	\$29,934,000	19	\$1,440,723,300	2%
Goods	4,774	\$44,145,700	10,156	\$93,912,400	47%
Micropurchase	4,474	\$27,117,100	9,544	\$58,333,200	46%
Small Purchase	300	\$17,028,600	612	\$35,579,200	48%
Professional Services	333	\$540,863,000	1,770	\$2,353,627,400	23%
Micropurchase	224	\$2,324,700	1,379	\$11,190,700	21%
Small Purchase	44	\$3,236,500	112	\$7,924,100	41%
>\$100K, ≤\$1M	10	\$4,044,300	78	\$34,779,800	12%
>\$1M, ≤\$5M	22	\$82,023,500	69	\$219,877,000	37%
>\$5M, ≤\$25M	33	\$449,234,000	115	\$1,378,124,500	33%
>\$25M	0	\$0	17	\$701,731,300	0%
Standardized Services	1,192	\$35,778,700	5,189	\$3,273,605,500	1%
Micropurchase	1,085	\$7,318,400	4,811	\$26,635,000	27%
Small Purchase	98	\$7,095,000	231	\$16,201,400	44%
>\$100K, ≤\$1M	7	\$4,300,200	80	\$37,731,200	11%
>\$1M, ≤\$5M	1	\$2,065,100	46	\$110,161,300	2%
>\$5M, ≤\$25M	1	\$15,000,000	16	\$177,907,400	8%
>\$25M	0	\$0	5	\$2,904,969,200	0%
Total	9,760	\$907,016,200	25,592	\$8,840,365,200	10%
Micropurchase	9,122	\$41,112,700	23,803	\$106,151,200	39%
Small Purchase	459	\$28,536,600	990	\$62,109,100	46%
>\$100K, ≤\$1M	51	\$30,116,900	226	\$114,155,600	26%
>\$1M, ≤\$5M	82	\$228,659,500	302	\$850,105,000	27%
>\$5M, ≤\$25M	45	\$548,656,500	230	\$2,660,420,500	21%
>\$25M	1	\$29,934,000	41	\$5,047,423,800	1%

¹⁰ P-Card purchases were not included in Fiscal 2017 prime contract award count, but were instead counted separately.

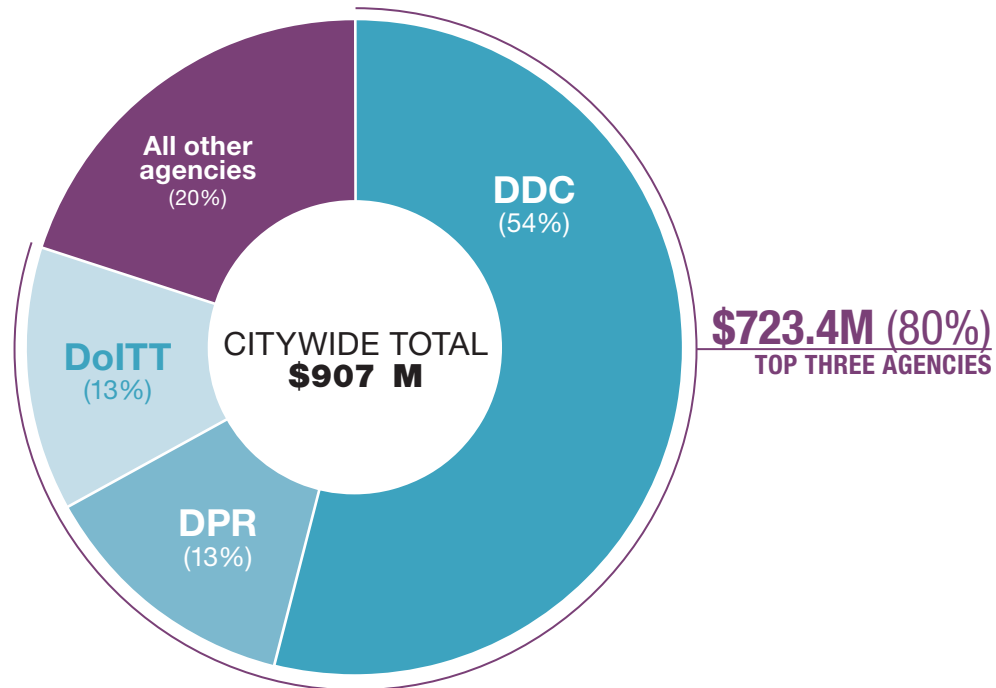
¹¹ Micropurchase is a purchase with a value of \$20,000 or less for goods and most services or \$35,000 or less for construction services. For more details on micropurchase and limits please refer to Section 3-08 of the rules of the Procurement Policy Board.

¹² Small purchase is a purchase with a value between the micropurchase limits up to \$100,000. For more details on small purchase limits please refer to Section 3-08 of the rules of the Procurement Policy Board.

Agency Prime Contracting Highlights

The City is making every effort to increase contracting opportunities for the M/WBE community. Certain agencies have distinguished themselves in this regard during Fiscal 2017. For example, the Department of Design and Construction (DDC) awarded \$488.6 million to M/WBE prime contractors this past fiscal year, up from \$251.2 million in Fiscal 2016. The Department of Parks and Recreation (DPR) and the Department of Information Technology and Telecommunications (DoITT) awarded \$120.3 million and \$114.6 million, respectively, during Fiscal 2017. Overall, these agencies significantly contributed to the City's efforts to award prime contracts to M/WBE firms.

C-14: Prime Awards to M/WBEs: Top 3 Agencies—Fiscal 2017



Subcontract M/WBE Utilization

Many M/WBEs use subcontracting opportunities as a point of entry into City contracting. With this in mind, M/WBE subcontracting participation goals are set as material terms on applicable prime contracts to ensure access to City work. The participation goals are set in relation to the scope of work required by the contract and the availability of M/WBEs that are able to perform the work.

As Table C-15 shows, during Fiscal 2017 approximately \$155.9 million were awarded to M/WBEs in subcontracts for standardized, professional, and construction services. These subcontracts were all awarded in Fiscal 2017 regardless of when the prime contract was registered. The subcontracts, distributed among the M/WBE groups, represent 30% of all such qualifying subcontracts awarded. Although subcontract utilization decreased in Fiscal 2017 to 30% compared to 31% in Fiscal 2016, the value of awards made to M/WBEs increased from \$118.9 million in Fiscal 2016 to \$155.9 million in Fiscal 2017. For additional details regarding information presented in Table C-15, please refer to Appendix I.

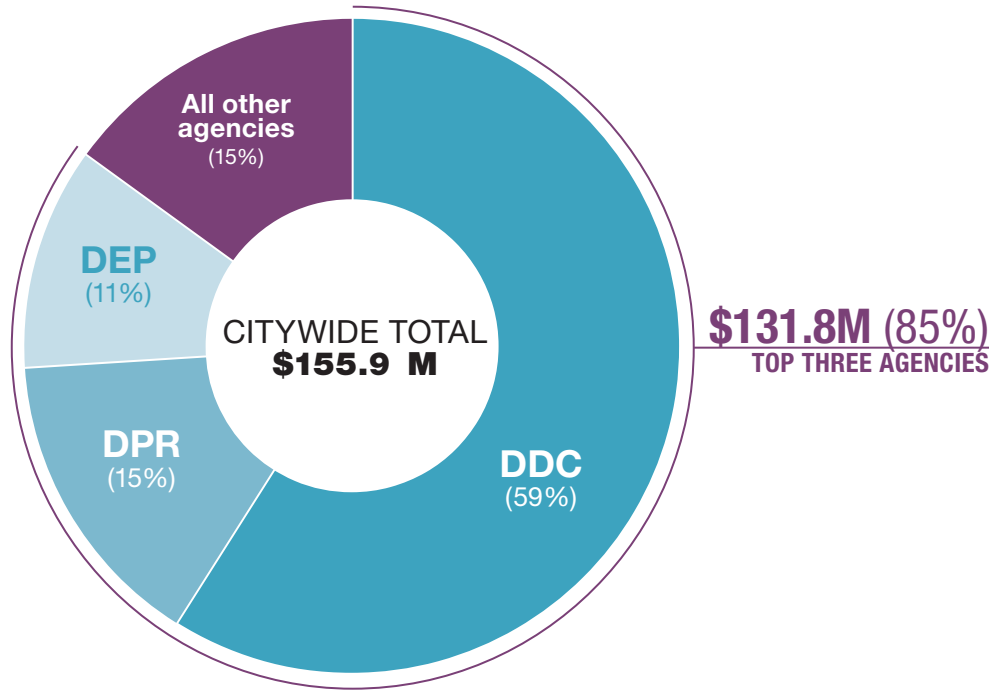
C-15: M/WBE Subcontract Utilization—Fiscal 2017

SUB INDUSTRY	TOTAL M/WBE		TOTAL SUBCONTRACTS ON PRIMES SUBJECT TO PROGRAM		PERCENT OF TOTAL VALUE
	COUNT	SUBCONTRACT VALUE	COUNT	SUBCONTRACT VALUE	
Construction Services	432	\$100,459,000	1,014	\$428,533,400	23%
Professional Services	238	\$38,837,300	473	\$79,294,000	49%
Standardized Services	52	\$16,564,200	114	\$20,062,700	83%
Total	722	\$155,860,500	1,601	\$527,890,100	30%

Agency Subcontracting Highlights

As was the case in Fiscal 2016, DDC accounted for a significant portion of subcontracts awarded to M/WBEs during the reporting period. DDC's \$91.7 million in M/WBE subcontract awards were more than any other agency. DEP and DPR rounded out the top three agencies with approximately \$23.2 million and \$16.9 million in awards, respectively.

C-16: Subcontract Awards to M/WBEs: Top Three Agencies—Fiscal 2017



Large-Scale Contract Approvals

Pursuant to LL1, City agencies are required to obtain approval by the City Chief Procurement Officer (CCPO) before soliciting procurements anticipated to be valued at more than \$10 million.¹³ The CCPO is required to review the procurements in order to evaluate whether it is practicable to divide the proposed contracts into smaller contracts, and whether doing so will enhance competition among M/WBEs. A full list of these determinations is included in Appendix J.

C-17: Large-Scale Contract Approvals—Fiscal 2017¹⁴

BASIS FOR DETERMINATION	COUNT	CONTRACT VALUE
Multiple Site	49	\$3,920,953,100
Requirement Contract	52	\$944,424,000
Single Indivisible Project	38	\$1,522,030,700
Unique/Unusual Good or Service	1	\$20,000,000
Total	140	\$6,407,407,800

Waivers, Modifications, and Noncompliance

Waivers may be granted during the solicitation stage for contracts that have M/WBE participation goals. Vendors are eligible to receive a full or partial waiver on a prime contract upon sufficiently demonstrating that the M/WBE goal should be reduced. Vendors filed a total of 170 requests for waivers in Fiscal 2017. Of those, 43 were denied, 49 were approved as full waivers, and 78 were approved as partial waivers. Most notably, of the 127 waivers that were approved, only 16 were associated with successful contract awards. Waiver determinations are further detailed in Appendix K. There were no requests made by vendors for modifications of M/WBE goals or findings of noncompliance during the fiscal year. There were also no complaints received pursuant to LL1 in Fiscal 2017.

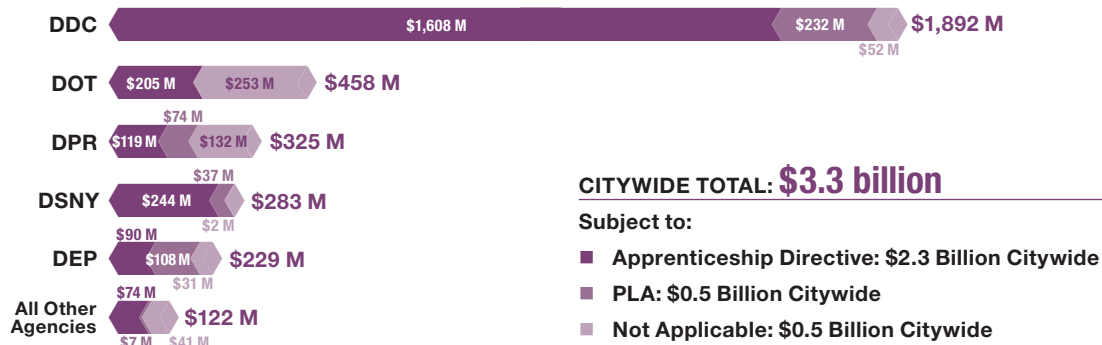
¹³ Under Section §6-129(h)(2)(e) of the NYC Admin. Code, agencies are not required to obtain CCPO approval for capital projects valued over \$25 million and contracts excluded under Section 6-129(q) of the NYC Admin. Code. See footnote 8 for a listing of contracts excluded under Section 6-129(q) of the NYC Admin. Code.

¹⁴ Approvals that occurred in Fiscal 2017 but have not yet resulted in the release of any solicitation are reported only after the contract is awarded in order to protect the integrity of the bidding/proposal process.

CONSTRUCTION INDICATORS

Though the vast majority of construction contracts by value were procured by the agencies highlighted in this section, other agencies registered construction contracts as well. Chart C-18 details the amount of construction contracts registered by the top five City agencies overall.

C-18: Newly Registered Construction—Fiscal 2017



Apprenticeship Program Directive and Project Labor Agreements

MOCS oversees City agency compliance with the requirement that certain construction and construction-related maintenance contractors have apprenticeship agreements with programs registered with and approved by the New York State Department of Labor. This requirement expands the pool of work available to graduates of state approved apprenticeship programs, provides ready sources of trained workers to City construction contracts, reduces turnover, and provides clear pathways to stable careers in the construction industry. The Apprenticeship Program Directive applies to individual construction contracts and construction-related maintenance contracts valued in excess of \$3 million that use apprenticeship requirements represented 69% of total construction contracts registered in Fiscal 2017.

A Project Labor Agreement (PLA) is a pre-hire collective bargaining agreement with one or more labor organizations that establishes the terms and conditions of employment for applicable construction projects. In 2009, the City and the New York City Building and Construction Trades Council (BCTC) entered into a series of PLAs to allow for labor cost savings, ensure a reliable source of skilled and experienced labor, permit flexibility in work schedules, and avoid many potential causes of project delays, such as labor strikes which are prohibited by PLAs. The PLAs also contain unique provisions to help small, M/WBE construction firms and provide access to apprenticeship programs for workers. All prime contractors and subcontractors on projects subject to a PLA must agree to the terms of the PLA by signing a Letter of Assent prior to award of the project.

The majority of new construction contracts (85%) provided access to apprenticeship programs according to the Apprenticeship Program Directive or PLA requirements.

C-19: Newly Registered Construction: Apprenticeship and PLA – Fiscal 2017

	TOTAL CONSTRUCTION		APPRENTICESHIP			PROJECT LABOR AGREEMENT (PLA)		
	COUNT	CONTRACT VALUE	COUNT	CONTRACT VALUE	%	COUNT	CONTRACT VALUE	%
ACS	14	\$1,184,900	0	\$0	0%	3	\$641,900	54%
CCHR	3	\$21,600	0	\$0	0%	0	\$0	0%
CCRB	4	\$31,300	0	\$0	0%	0	\$0	0%
DCAS	1	\$3,000,000	0	\$0	0%	0	\$0	0%
DCLA	1	\$364,000	0	\$0	0%	0	\$0	0%
DCP	1	\$2,700	0	\$0	0%	0	\$0	0%
DDC	192	\$1,892,187,900	93	\$1,608,305,900	85%	43	\$232,349,000	12%
DEP	42	\$228,802,400	10	\$90,066,700	39%	23	\$108,352,100	47%
DHS	12	\$12,775,300	0	\$0	0%	3	\$10,760,300	84%
DOC	13	\$43,465,200	0	\$0	0%	11	\$41,439,400	95%
DOF	9	\$324,100	0	\$0	0%	0	\$0	0%
DOHMH	12	\$5,047,100	0	\$0	0%	1	\$4,542,000	56%
DOP	2	\$28,300	0	\$0	0%	0	\$0	0%
DOT	16	\$458,135,200	12	\$204,958,800	45%	0	\$0	0%
DPR	157	\$325,080,200	23	\$118,757,700	37%	25	\$73,711,600	23%
DSNY	25	\$283,418,000	1	\$243,617,900	86%	10	\$37,351,500	13%
FDNY	8	\$9,006,200	1	\$7,058,600	78%	0	\$0	0%
HPD	8,041	\$28,853,600	0	\$0	0%	0	\$0	0%
HRA	8	\$7,028,400	0	\$0	0%	2	\$6,812,500	97%
NYPD	22	\$11,119,200	0	\$0	0%	9	\$9,352,200	84%
SBS	2	\$8,700	0	\$0	0%	0	\$0	0%
TLC	1	\$2,300	0	\$0	0%	0	\$0	0%
CITYWIDE	8,586	\$3,309,886,600	140	\$2,272,765,600	69%	130	\$525,312,500	16%

Change Orders: Cycle Time and Volume

Change orders are agency-authorized, written documents that allow for modifications of a contract while the contract is being performed. Change orders are used to adjust the value of the contract or the time for performance, and are classified as either construction change orders or design change orders depending on the subject matter of a particular change order. Change orders allow the vendor to complete work included in the scope of the contract. They also allow the agency to make non-material changes to the scope, such as accounting for site conditions that were unknown at the time of contracting.

C-20: Construction Change Orders (CCO) Processing—Fiscal 2017

	COUNT	ORIGINAL CONTRACT VALUE	CCO CONTRACT VALUE	CCO CONTRACT % IN 2017	DAYS PROCESSING IN 2017
DCAS	55	\$108,456,300	\$2,133,300	2%	129
DDC	952	\$3,361,776,300	\$116,736,200	3%	74
DEP	251	\$5,738,503,900	\$35,867,900	1%	245
DHS	4	\$4,772,900	\$3,602,400	75%	106
DOB	1	\$190,000	\$800,000	421%	78
DOC	5	\$23,673,100	\$2,544,500	11%	54
DOHMH	1	\$45,600	\$10,500	23%	106
DOT	59	\$1,932,932,000	\$73,285,000	4%	62
DPR	135	\$179,400,100	\$10,706,200	6%	72
DSNY	43	\$445,088,500	(\$2,384,100)	-1%	21
FDNY	2	\$33,368,500	\$5,641,400	17%	41
NYPD	7	\$38,858,100	\$154,100	0%	61
SBS	6	\$24,450,000	\$2,915,300	12%	3
TOTAL	1,530	\$11,891,515,300	\$252,012,700	2%	102

C-21: Design Change Orders (DCO) Processing—Fiscal 2017

	COUNT	ORIGINAL CONTRACT VALUE	DCO CONTRACT VALUE	DCO CONTRACT % IN 2017	DAYS PROCESSING IN 2017
DCAS	1	\$2,500,000	\$3,200,000	128%	10
DDC	67	\$501,202,300	\$237,795,700	47%	142
DEP	54	\$610,758,700	\$25,898,300	4%	284
DOT	14	\$108,617,800	\$27,638,100	25%	93
DSNY	2	\$20,023,300	\$7,159,600	36%	69
FDNY	1	\$10,124,700	\$4,910,000	48%	65
MOCJ	6	\$3,830,900	\$414,400	11%	30
TOTAL	145	\$1,257,057,700	\$307,016,100	24%	175

AGENCY PROCUREMENT INDICATORS

INTRODUCTION

CITYWIDE PROCUREMENT INDICATORS

APPENDICES, LISTS AND GLOSSARIES

Agency Procurement Indicators

1. Administration for Children's Services

The Administration for Children's Services (ACS) protects and promotes the safety and well-being of New York City's children, young people, families, and communities by providing child welfare, juvenile justice, foster care, early care, and education services.

Table 1–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	292	\$58,187,900
Amendment Extension	26	\$2,906,100
Assignment	4	\$4,247,500
Competitive Sealed Bid	2	\$3,450,500
Demonstration Project	3	\$7,784,300
Design Change Order	1	\$2,432,300
Emergency	1	\$2,102,500
Government-to-Government Purchase	1	\$3,237,500
Intergovernmental	9	\$826,500
Line-Item Appropriation	34	\$11,811,700
Micropurchase	749	\$6,180,400
Negotiated Acquisition	9	\$22,266,700
Negotiated Acquisition Extension	8	\$3,800,200
Renewal	222	\$2,305,840,400
Request for Proposal	7	\$28,653,500
Required Source or Procurement Method	3	\$6,125,600
Small Purchase	96	\$7,363,100
Sole Source	3	\$10,691,300
Task Order	21	\$6,664,500
ACS Total	1,491	\$2,494,572,500

Table 1–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	14	\$2,918,500
Construction Services	14	\$1,185,000
Goods	440	\$5,101,500
Human Services	571	\$2,371,910,000
Professional Services	210	\$48,904,000
Standardized Services	242	\$64,553,500
ACS Total	1,491	\$2,494,572,500

Table 1–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	43	(\$44,761,300)
> \$0 and ≤ \$100 thousand	1,045	\$19,240,200
> \$100 thousand and ≤ \$1 million	162	\$68,595,500
> \$1 million and ≤ \$3 million	84	\$159,263,100
> \$3 million and ≤ \$25 million	131	\$1,105,937,500
> \$25 million	26	\$1,186,297,500
ACS Total	1,491	\$2,494,572,500

Agency Procurement Indicators

2. Business Integrity Commission

The Business Integrity Commission (BIC) is a regulatory and law enforcement agency that oversees and licenses New York City businesses to operate in the private trade waste removal industry and public wholesale markets in New York City. BIC's mission is to eliminate organized crime and other forms of corruption and criminality from the industries it regulates. BIC conducts criminal investigations, issues violations for regulatory infractions, responds to inquiries, resolves complaints, and assists the Department of Sanitation (DSNY) in vetting the companies that seek to operate waste transfer stations.

Table 2-A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	2	(\$79,200)
Micropurchase	42	\$144,200
Request for Proposal	1	\$19,700
Small Purchase	9	\$152,400
Task Order	1	\$150,900
BIC Total	55	\$388,000

Table 2-B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Goods	28	\$228,000
Professional Services	6	\$99,300
Standardized Services	21	\$60,700
BIC Total	55	\$388,000

Table 2-C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	1	(\$79,800)
> \$0 and ≤ \$100 thousand	53	\$316,800
> \$100 thousand and ≤ \$1 million	1	\$151,000
BIC Total	55	\$388,000

Agency Procurement Indicators

3. City Commission on Human Rights

The City Commission on Human Rights (CCHR) is responsible for enforcing the City's Human Rights Law, which prohibits discrimination in employment, housing, and public accommodations. CCHR is also dedicated to educating the public about their rights and promoting positive community relations. CCHR consists of two separate bureaus: Law Enforcement and Community Relations. The Law Enforcement Bureau is responsible for the intake, investigation, and prosecution of complaints alleging violation of the law, while the Community Relations Bureau provides education to the public on the Human Rights Law.

Table 3-A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	9	\$35,300
Construction Change Order	3	\$6,700
Micropurchase	40	\$132,400
Negotiated Acquisition	1	\$75,000
Small Purchase	54	\$455,300
Task Order	1	\$113,200
CCHR Total	108	\$817,900

Table 3-B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	6	\$28,200
Goods	41	\$283,100
Human Services	1	\$12,800
Professional Services	22	\$235,100
Standardized Services	38	\$258,700
CCHR Total	108	\$817,900

Table 3-C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> \$0 and ≤ \$100 thousand	107	\$704,700
> \$100 thousand and ≤ \$1 million	1	\$113,200
CCHR Total	108	\$817,900

Agency Procurement Indicators

4. Civilian Complaint Review Board

The Civilian Complaint Review Board (CCRB) is charged with investigating and mediating complaints filed by members of the public against New York City police officers involving the use of force, abuse of authority, discourtesy, or offensive language. The Board consists of 13 members appointed by the Mayor, the City Council, and the Police Commissioner. The CCRB currently investigates approximately 4,500 complaints each year, and is the largest police oversight agency in the United States. The CCRB is also charged with operating its Administrative Prosecution Unit (“APU”), which prosecutes all cases substantiated by the Board.

Table 4–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	3	\$1,800
Intergovernmental	1	\$45,400
Micropurchase	104	\$344,300
Small Purchase	5	\$127,400
CCRB Total	113	\$518,900

Table 4–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	4	\$31,300
Goods	51	\$283,900
Professional Services	16	\$43,500
Standardized Services	42	\$160,200
CCRB Total	113	\$518,900

Table 4–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> \$0 and ≤ \$100 thousand	113	\$518,900
CCRB Total	113	\$518,900

Agency Procurement Indicators

5. Department for the Aging

The Department for the Aging (DFTA) works for the empowerment, independence, dignity, and improved quality of life of New York City's diverse older adults and supports their families through advocacy, education, and coordinated delivery of services. DFTA receives local, state, and federal funds to provide essential services for seniors. Services include case management, transportation, free legal assistance, and home meal delivery. Funds are also awarded to community-based and citywide organizations to provide locations throughout the five boroughs for seniors to socialize and access services.

Table 5–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	966	\$66,445,500
Amendment Extension	2	\$250,000
Assignment	1	\$835,200
Demonstration Project	4	\$3,529,600
Government-to-Government Purchase	1	\$1,516,400
Intergovernmental	1	\$62,900
Line-Item Appropriation	218	\$10,067,200
Micropurchase	120	\$859,200
Negotiated Acquisition Extension	22	\$8,151,000
Renewal	137	\$151,695,300
Request for Proposal	9	\$33,447,300
Required Source or Procurement Method	2	\$272,000
Small Purchase	14	\$530,300
Sole Source	2	\$2,730,000
Task Order	2	\$106,400
DFTA Total	1,501	\$280,498,300

Table 5–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Goods	32	\$314,200
Human Services	1,371	\$276,208,200
Professional Services	17	\$562,900
Standardized Services	81	\$3,413,000
DFTA Total	1,501	\$280,498,300

Table 5–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	4	(\$1,082,800)
> \$0 and ≤ \$100 thousand	1,200	\$22,789,700
> \$100 thousand and ≤ \$1 million	196	\$87,614,100
> \$1 million and ≤ \$3 million	92	\$137,293,900
> \$3 million and ≤ \$25 million	9	\$33,883,400
DFTA Total	1,501	\$280,498,300

Agency Procurement Indicators

6. Department of Buildings

The Department of Buildings (DOB) ensures the safe and lawful use of more than a million buildings and properties in the City by enforcing the City's Building Code, Electrical Code, Zoning Resolutions, certain New York State Labor Laws and the New York State Multiple Dwelling Law. DOB's main activities include performing plan examinations, issuing construction permits, inspecting properties, and licensing trades.

Table 6-A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	6	\$10,002,700
Amendment Extension	7	\$253,100
Construction Change Order	1	\$800,000
Demonstration Project	1	\$178,000
Emergency	1	\$100,000
Intergovernmental	13	\$395,500
Micropurchase	229	\$859,400
Negotiated Acquisition Extension	2	\$645,400
Small Purchase	11	\$734,600
Task Order	22	\$33,600,600
DOB Total	293	\$47,569,300

Table 6-B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	4	\$212,500
Construction Services	1	\$800,000
Goods	191	\$1,232,200
Professional Services	49	\$35,487,600
Standardized Services	48	\$9,837,000
DOB Total	293	\$47,569,300

Table 6-C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	3	\$0
> \$0 and ≤ \$100 thousand	261	\$2,451,700
> \$100 thousand and ≤ \$1 million	25	\$6,514,100
> \$1 million and ≤ \$3 million	1	\$1,574,000
> \$3 million and ≤ \$25 million	3	\$37,029,500
DOB Total	293	\$47,569,300

Agency Procurement Indicators

7. Department of City Planning

The Department of City Planning (DCP) promotes housing production and affordability, fosters economic development by coordinating investments in infrastructure and services, and supports resilient and sustainable communities across the five boroughs for a more equitable New York City. Under the “Housing New York: A Five-Borough, Ten Year Plan,” DCP is leading coordinated, ground-up neighborhood planning studies and advancing regulatory changes—including mandatory inclusionary housing in newly rezoned areas—to promote more economically diverse communities and housing opportunities for all New Yorkers. In addition, DCP is committed to expanding public access to planning resources including land use, housing, and population data through its online Community Portal, and supports New Yorkers’ informed participation in neighborhood planning and land use review processes.

Table 7-A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	7	\$5,382,000
Government-to-Government	2	\$14,200
Intergovernmental	4	\$7,234,200
Micropurchase	87	\$412,400
Required Source or Procurement Method	2	\$75,000
Small Purchase	41	\$267,700
Sole Source	5	\$37,000
Task Order	3	\$421,700
DCP Total	151	\$13,844,200

Table 7-B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	5	\$1,586,500
Construction Services	1	\$2,700
Goods	91	\$529,400
Human Services	1	\$12,300
Professional Services	19	\$11,388,000
Standardized Services	34	\$325,300
DCP Total	151	\$13,844,200

Table 7-C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> \$0 and ≤ \$100 thousand	143	\$1,075,800
> \$100 thousand and ≤ \$1 million	4	\$932,700
> \$1 million and ≤ \$3 million	3	\$4,800,000
> \$3 million and ≤ \$25 million	1	\$7,035,700
DCP Total	151	\$13,844,200

Agency Procurement Indicators

8. Department of Citywide Administrative Services

The Department of Citywide Administrative Services (DCAS) ensures that all New York City agencies have the critical resources and support needed to fulfill their respective missions. DCAS is responsible for supporting City agencies in hiring and training City employees, leasing and managing facilities, workforce recruitment, inspection and distribution of supplies and equipment, and implementation of energy conservation programs throughout City-owned facilities.

The DCAS Office of Citywide Procurement (OCP) operates as a centralized procurement office for New York City's agencies for goods and services. DCAS OCP's mission is to provide high-quality, cost-effective goods and services that support the long-term strategic and environmental goals of the City.

Table 8-A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Accelerated	85	\$182,945,000
Amendment	42	\$17,410,900
Amendment Extension	13	\$8,216,600
Assignment	17	\$32,021,600
Buy-Against	2	\$22,700,800
Competitive Sealed Bid	223	\$636,011,100
Construction Change Order	71	(\$4,869,400)
Demonstration Project	14	\$1,725,500
Design Change Order	2	\$3,099,300
Emergency	7	\$10,724,900
Government-to-Government Purchase	5	\$32,600
Intergovernmental	97	\$113,705,000
Micropurchase	481	\$2,694,300
Negotiated Acquisition Extension	1	\$142,800
Renewal	15	\$15,221,800
Request for Proposal	13	\$79,801,100
Small Purchase	54	\$2,852,900
Sole Source	6	\$23,059,200
Task Order	20	\$3,553,300
DCAS Total	1,168	\$1,151,049,300

Table 8-B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	16	\$82,203,800
Construction Services	72	(\$1,869,400)
Goods	766	\$1,002,879,900
Professional Services	57	\$3,588,700
Standardized Services	257	\$64,246,300
DCAS Total	1,168	\$1,151,049,300

Table 8-C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	29	(\$8,486,000)
> \$0 and ≤ \$100 thousand	692	\$11,441,000
> \$100 thousand and ≤ \$1 million	258	\$98,274,700
> \$1 million and ≤ \$3 million	103	\$188,380,300
> \$3 million and ≤ \$25 million	80	\$604,659,800
> \$25 million	6	\$256,779,500
DCAS Total	1,168	\$1,151,049,300

Agency Procurement Indicators

9. Department of Consumer Affairs

The Department of Consumer Affairs (DCA) licenses, inspects, and educates businesses; assists and informs consumers; and offers free financial counseling and safe banking products to New Yorkers. DCA licenses approximately 80,000 businesses in 55 different industries. The DCA also enforces New York City's Consumer Protection, Paid Sick Leave, and Commuter Benefits laws, as well as other related business laws throughout New York City.

DCA uses a variety of tools to help New Yorkers understand their rights and responsibilities, including door-to-door outreach, industry-wide trainings and partnerships with numerous community-based service and advocacy organizations. DCA's public-facing materials, including informational brochures, outdoor, print, and radio advertising, are available in multiple languages and demonstrate the agency's commitment to serving the needs of all of our City's residents.

Table 9-A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	2	(\$50,300)
Amendment Extension	1	\$60,400
Assignment	1	\$55,300
Government-to-Government Purchase	1	\$300
Intergovernmental	6	\$125,500
Micropurchase	96	\$725,400
Renewal	1	\$29,200
Request for Proposal	8	\$9,307,000
Small Purchase	3	\$145,600
Sole Source	1	\$600,000
Task Order	3	\$161,700
DCA Total	123	\$11,160,100

Table 9-B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Goods	39	\$312,000
Human Services	9	\$9,323,200
Professional Services	21	\$487,400
Standardized Services	54	\$1,037,500
DCA Total	123	\$11,160,100

Table 9-C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	1	(\$55,300)
> \$0 and ≤ \$100 thousand	113	\$1,308,500
> \$100 thousand and ≤ \$1 million	7	\$2,836,800
> \$1 million and ≤ \$3 million	1	\$1,070,100
> \$3 million and ≤ \$25 million	1	\$6,000,000
DCA Total	123	\$11,160,100

Agency Procurement Indicators

10. Department of Correction

The Department of Correction (DOC) provides for the care, custody, and control of persons accused of crimes or convicted and sentenced to up to one year of jail time. DOC operates 12 inmate facilities; nine of which are located on Rikers Island. In addition, DOC operates two hospital prison wards and court holding facilities in Criminal, Supreme, and Family Courts in each borough.

Table 10–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	17	\$20,953,700
Amendment Extension	8	\$16,809,200
Competitive Sealed Bid	17	\$45,063,800
Construction Change Order	13	\$600,100
Demonstration Project	1	\$11,537,800
Design Change Order	11	\$1,027,500
Micropurchase	572	\$4,822,300
Negotiated Acquisition	2	\$8,044,300
Negotiated Acquisition Extension	1	\$1,997,800
Renewal	7	\$8,080,100
Required Source or Procurement Method	1	\$958,200
Small Purchase	58	\$3,772,000
Sole Source	3	\$335,100
Task Order	7	\$1,007,100
DOC Total	718	\$125,009,000

Table 10–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	12	\$6,027,400
Construction Services	26	\$44,065,300
Goods	525	\$6,649,700
Human Services	7	\$5,662,300
Professional Services	24	\$34,709,500
Standardized Services	124	\$27,894,800
DOC Total	718	\$125,009,000

Table 10–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	9	(\$3,104,600)
> \$0 and ≤ \$100 thousand	645	\$9,066,500
> \$100 thousand and ≤ \$1 million	42	\$16,572,300
> \$1 million and ≤ \$3 million	12	\$21,526,200
> \$3 million and ≤ \$25 million	10	\$80,948,600
DOC Total	718	\$125,009,000

Agency Procurement Indicators

11. Department of Cultural Affairs

The Department of Cultural Affairs (DCLA) is dedicated to supporting and strengthening New York City's vibrant cultural life. DCLA's primary mission is to ensure adequate public funding for non-profit cultural organizations, both large and small, throughout the five boroughs.

DCLA also works to promote and advocate for quality arts programming and to articulate the contribution made by the cultural community to the City's economic vitality. DCLA represents and serves non-profit cultural organizations involved in the visual, literary and performing arts; public-oriented science and humanities institutions including zoos, botanical gardens and historic and preservation societies; and creative artists at all skill levels who live and work within the City's five boroughs.

Table 11–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	3	\$71,200
Government-to-Government Purchase	1	\$364,000
Intergovernmental	2	\$77,600
Line-Item Appropriation	2	\$560,100
Micropurchase	34	\$139,600
Request for Proposal	1	\$360,400
Small Purchase	8	\$376,000
Task Order	1	\$300
DCLA Total	52	\$1,949,200

Table 11–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	1	\$364,000
Goods	24	\$1,046,700
Professional Services	7	\$458,300
Standardized Services	20	\$80,200
DCLA Total	52	\$1,949,200

Table 11–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	1	(\$2,500)
> \$0 and ≤ \$100 thousand	48	\$737,300
> \$100 thousand and ≤ \$1 million	3	\$1,214,400
DCLA Total	52	\$1,949,200

Agency Procurement Indicators

12. Department of Design and Construction

The Department of Design and Construction (DDC) designs and builds sustainable and resilient public buildings and infrastructure for New York City. DDC provides the City's diverse neighborhoods with municipal buildings such as museums, libraries, firehouses and police precincts, and with water and sewer mains, roadways, and plazas. DDC works collaboratively to serve the built environment needs of other City agencies, ensuring that projects are built safely and efficiently. DDC is also actively engaged in academic consortium contracts to support the City's Town + Gown Program, which includes colleges such as Research Foundation of the State of New York, Cooper Union and Drexel University. DDC's expertise ranges from administering design consultant and construction management services to managing day-to-day construction operations.

Table 12-A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	55	\$179,376,000
Amendment Extension	8	\$7,410,300
Assignment	3	\$13,037,300
Competitive Sealed Bid	157	\$1,842,713,300
Construction Change Order	983	\$137,265,000
Design Change Order	156	\$259,855,300
Government-to-Government Purchase	4	\$93,200
Intergovernmental	9	\$659,500
Line-Item Appropriation	32	\$10,167,700
Micropurchase	197	\$1,192,100
Renewal	2	\$3,022,700
Request for Proposal	15	\$151,929,500
Small Purchase	16	\$705,500
Sole Source	1	\$1,246,000
Task Order	177	\$224,244,200
DDC Total	1,815	\$2,832,917,600

Table 12-B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	316	\$574,641,800
Construction Services	1,175	\$2,029,452,900
Goods	128	\$14,256,400
Human Services	1	\$9,000
Professional Services	95	\$206,264,400
Standardized Services	100	\$8,293,100
DDC Total	1,815	\$2,832,917,600

Table 12-C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	71	(\$30,218,800)
> \$0 and ≤ \$100 thousand	1,082	\$25,459,000
> \$100 thousand and ≤ \$1 million	375	\$137,816,000
> \$1 million and ≤ \$3 million	125	\$220,279,200
> \$3 million and ≤ \$25 million	141	\$1,221,508,900
> \$25 million	21	\$1,258,073,300
DDC Total	1,815	\$2,832,917,600

Agency Procurement Indicators

13. Department of Environmental Protection

The Department of Environmental Protection (DEP) is responsible for managing and conserving the water supply for more than 8.5 million people in New York City and 1 million upstate New Yorkers. DEP distributes more than one billion gallons of clean drinking water and collects 1.3 billion gallons of wastewater on a daily basis through a vast network of pipes, regulators, and pumping stations. DEP's work is critical to the continued remediation of New York's waterways and ensures the harbor continues to be a safe place for recreation for New Yorkers. In order to protect water coming in and out of the City, DEP oversees one of the largest capital construction programs in the region, which includes new water tunnels from upstate reservoirs and new treatment plants. DEP is also responsible for reducing air, noise, and hazardous materials pollution. DEP is unique because it is the only Construction agency that does work in upstate New York, serving more than 70 upstate communities in counties such as Ulster, Orange, Putnam and Westchester. DEP performs an essential service for all residents, by protecting their health and the environment.

Table 13-A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	86	\$28,133,500
Amendment Extension	18	\$22,831,800
Assignment	4	\$8,028,700
Competitive Sealed Bid	48	\$273,709,600
Construction Change Order	262	\$20,411,400
Design Change Order	54	\$25,898,300
Emergency	3	\$21,422,400
Government-to-Government Purchase	8	\$36,799,600
Intergovernmental	65	\$10,055,400
Micropurchase	1,441	\$12,995,700
Negotiated Acquisition	10	\$66,708,700
Negotiated Acquisition Extension	1	\$2,000,000
Renewal	33	\$55,913,100
Request for Proposal	32	\$237,460,400
Required Source or Procurement Method	9	\$2,854,400
Small Purchase	88	\$6,190,500
Sole Source	2	\$43,306,100
Task Order	6	\$138,800
DEP Total	2,170	\$874,858,400

Table 13-B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	80	\$214,441,200
Construction Services	304	\$249,213,800
Goods	854	\$36,558,100
Human Services	3	\$7,356,300
Professional Services	136	\$175,682,300
Standardized Services	793	\$191,606,700
DEP Total	2,170	\$874,858,400

Table 13-C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	63	(\$70,353,600)
> \$0 and ≤ \$100 thousand	1,767	\$28,945,200
> \$100 thousand and ≤ \$1 million	210	\$73,370,000
> \$1 million and ≤ \$3 million	62	\$110,139,500
> \$3 million and ≤ \$25 million	63	\$528,060,700
> \$25 million	5	\$204,696,600
DEP Total	2,170	\$874,858,400

Agency Procurement Indicators

14. Department of Finance

The Department of Finance (DOF) oversees and administers the tax and revenue laws of the City fairly, efficiently, and transparently; receives and accounts for City revenues; and provides exceptional customer service to taxpayers.

Table 14–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	21	\$7,127,800
Amendment Extension	36	\$8,605,200
Competitive Sealed Bid	1	\$33,000
Demonstration Project	1	\$0
Government-to-Government Purchase	8	\$30,600
Intergovernmental	9	\$6,478,300
Micropurchase	256	\$1,494,200
Negotiated Acquisition	2	\$122,600
Negotiated Acquisition Extension	1	\$3,900,000
Renewal	3	\$3,660,900
Request for Proposal	1	\$98,900
Required Source or Procurement Method	1	\$49,900
Small Purchase	12	\$670,400
Task Order	18	\$1,305,300
DOF Total	370	\$33,577,100

Table 14–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	9	\$324,100
Goods	162	\$1,949,200
Human Services	2	\$20,000
Professional Services	81	\$15,346,600
Standardized Services	116	\$15,937,200
DOF Total	370	\$33,577,100

Table 14–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	1	\$0
> \$0 and ≤ \$100 thousand	343	\$5,469,200
> \$100 thousand and ≤ \$1 million	20	\$6,846,100
> \$1 million and ≤ \$3 million	3	\$6,046,700
> \$3 million and ≤ \$25 million	3	\$15,215,100
DOF Total	370	\$33,577,100

Agency Procurement Indicators

15. Department of Health and Mental Hygiene

The Department of Health and Mental Hygiene (DOHMH) works to protect and promote the health and well-being of New Yorkers, and to promote health equity and racial justice. DOHMH provides limited direct health services, increases access to services for clients with mental health needs, and carries out health inspections citywide. DOHMH is charged with protecting public safety in immediate response to emergent public health threats. Additionally, DOHMH develops and implements health education campaigns to educate and encourage New Yorkers to develop best health practices.

Table 15–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	609	\$65,380,000
Amendment Extension	29	\$10,232,000
Assignment	3	\$1,578,000
Buy-Against	1	\$90,400
Competitive Sealed Bid	11	\$11,227,400
Construction Change Order	1	\$10,500
Emergency	6	\$934,000
Government-to-Government Purchase	11	\$550,400
Intergovernmental	32	\$4,122,100
Line-Item Appropriation	301	\$20,977,000
Micropurchase	1,350	\$11,766,500
Negotiated Acquisition	9	\$7,093,300
Negotiated Acquisition Extension	4	\$23,280,400
Renewal	105	\$777,688,700
Request for Proposal	12	\$24,881,900
Required Source or Procurement Method	16	\$43,419,700
Small Purchase	115	\$6,609,400
Sole Source	10	\$7,157,400
Task Order	37	\$1,848,100
DOHMH Total	2,662	\$1,018,847,200

Table 15–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	4	\$32,900
Construction Services	13	\$5,057,600
Goods	969	\$14,274,100
Human Services	988	\$885,516,700
Professional Services	387	\$54,871,500
Standardized Services	301	\$59,094,400
DOHMH Total	2,662	\$1,018,847,200

Table 15–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	20	(\$2,985,800)
> \$0 and ≤ \$100 thousand	2,339	\$42,965,500
> \$100 thousand and ≤ \$1 million	199	\$74,723,000
> \$1 million and ≤ \$3 million	75	\$136,690,600
> \$3 million and ≤ \$25 million	27	\$171,846,800
> \$25 million	2	\$595,607,100
DOHMH Total	2,662	\$1,018,847,200

Agency Procurement Indicators

16. Department of Homeless Services

The Department of Homeless Services (DHS) works to prevent homelessness and provide emergency housing for all New Yorkers. DHS coordinates with agencies and contracts with nonprofit providers to connect their clients to services and benefits and assist with the transition from emergency shelter into permanent housing.

Table 16–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	248	\$356,305,400
Amendment Extension	43	\$115,273,500
Assignment	4	\$10,750,600
Competitive Sealed Bid	8	\$14,771,300
Construction Change Order	4	\$3,602,400
Emergency	1	\$4,919,500
Intergovernmental	5	\$269,700
Micropurchase	113	\$1,329,400
Negotiated Acquisition	2	\$918,800
Negotiated Acquisition Extension	35	\$126,227,400
Renewal	30	\$381,957,800
Request for Proposal	18	\$341,596,300
Required Source or Procurement Method	21	\$21,330,400
Small Purchase	24	\$1,120,300
Task Order	14	\$921,200
DHS Total	570	\$1,381,294,000

Table 16–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	16	\$16,377,700
Goods	75	\$1,262,600
Human Services	367	\$1,335,581,000
Professional Services	48	\$4,692,500
Standardized Services	64	\$23,380,200
DHS Total	570	\$1,381,294,000

Table 16–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	6	(\$80,488,000)
> \$0 and ≤ \$100 thousand	249	\$6,254,700
> \$100 thousand and ≤ \$1 million	147	\$60,496,100
> \$1 million and ≤ \$3 million	82	\$152,085,100
> \$3 million and ≤ \$25 million	73	\$711,291,300
> \$25 million	13	\$531,654,800
DHS Total	570	\$1,381,294,000

Agency Procurement Indicators

17. Department of Housing Preservation and Development

The Department of Housing Preservation and Development (HPD) is the largest municipal housing improvement agency in the United States, developing and preserving affordable housing in thriving and diverse neighborhoods in every borough. HPD fulfills its mission by enforcing housing quality standards, financing affordable housing development, and preserving existing affordable housing. HPD also manages the City's affordable housing stock for the benefit of low and moderate income families. Additionally, HPD monitors and tracks incidents that result in mass displacement of residential and commercial tenants.

Table 17-A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	22	\$1,653,600
Amendment Extension	21	\$5,363,400
Competitive Sealed Bid	22	\$5,979,200
Construction Change Order	9	(\$3,048,800)
Emergency	39	\$12,640,700
Government-to-Government Purchase	1	\$2,500
Line-Item Appropriation	74	\$9,350,200
Micropurchase	8,253	\$9,985,200
Negotiated Acquisition Extension	1	\$5,304,600
Renewal	5	\$5,350,000
Request for Proposal	3	\$32,432,300
Required Source or Procurement Method	3	\$240,000
Small Purchase	139	\$1,859,100
Task Order	18	\$2,627,300
HPD Total	8,610	\$89,739,300

Table 17-B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	1	\$20,000
Construction Services	8,050	\$25,804,800
Goods	316	\$2,026,300
Human Services	30	\$47,693,700
Professional Services	121	\$12,717,500
Standardized Services	92	\$1,477,000
HPD Total	8,610	\$89,739,300

Table 17-C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	17	(\$3,802,500)
> \$0 and ≤ \$100 thousand	8,505	\$16,930,200
> \$100 thousand and ≤ \$1 million	76	\$21,657,300
> \$1 million and ≤ \$3 million	6	\$9,717,400
> \$3 million and ≤ \$25 million	6	\$45,236,900
HPD Total	8,610	\$89,739,300

Agency Procurement Indicators

18. Department of Information Technology & Telecommunications

The Department of Information Technology & Telecommunications (DOITT) is the City's primary IT services, infrastructure, and telecommunications manager. DOITT serves 120 City agencies, boards, and offices, 300,000 City employees, and more than eight million New York City residents every day through nyc.gov and 311. DOITT's IT platforms receive approximately 50 million visitors each year. DOITT leverages the City's buying power to make it easier for City agencies to acquire IT goods and services through requirement contracts with vendors.

Table 18–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	45	\$92,734,300
Amendment Extension	104	\$45,704,800
Assignment	1	\$119,600
Competitive Sealed Bid	2	\$933,000
Intergovernmental	52	\$137,275,600
Micropurchase	362	\$2,995,400
Negotiated Acquisition	2	\$28,408,800
Negotiated Acquisition Extension	1	\$32,600,000
Renewal	6	\$225,157,100
Request for Proposal	3	\$88,956,400
Small Purchase	45	\$2,372,600
Sole Source	4	\$7,999,700
Task Order	130	\$84,333,700
DOITT Total	757	\$749,591,000

Table 18–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Goods	323	\$290,669,200
Professional Services	224	\$285,620,600
Standardized Services	210	\$173,301,200
DOITT Total	757	\$749,591,000

Table 18–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	7	(\$181,200)
> \$0 and ≤ \$100 thousand	524	\$11,263,000
> \$100 thousand and ≤ \$1 million	183	\$48,915,000
> \$1 million and ≤ \$3 million	12	\$18,670,200
> \$3 million and ≤ \$25 million	24	\$251,138,200
> \$25 million	7	\$419,785,800
DOITT Total	757	\$749,591,000

Agency Procurement Indicators

19. Department of Investigation

The Department of Investigation (DOI) is responsible for the investigation and referral of criminal prosecution of cases involving fraud, corruption, and unethical conduct among all persons and entities that receive City funds, including the City's more than 300,000 employees and contractors. DOI is also charged with studying agency procedures to identify corruption risks and recommending improvements to reduce the City's vulnerability to fraud, waste, and corruption. In addition, DOI conducts investigations into the backgrounds of persons selected to work in decision-making or sensitive City jobs and checks on those who are awarded contracts with the City to determine if they are suited to serve the public trust.

Table 19–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment Extension	2	\$1,600,000
Intergovernmental	4	\$435,300
Micropurchase	271	\$1,294,300
Negotiated Acquisition	1	\$10,000,000
Small Purchase	21	\$993,000
Sole Source	1	\$65,100
DOI Total	300	\$14,387,700

Table 19–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Goods	160	\$1,425,700
Human Services	1	\$300
Professional Services	24	\$11,929,700
Standardized Services	115	\$1,032,000
DOI Total	300	\$14,387,700

Table 19–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> \$0 and ≤ \$100 thousand	295	\$2,447,500
> \$100 thousand and ≤ \$1 million	4	\$1,940,200
> \$3 million and ≤ \$25 million	1	\$10,000,000
DOI Total	300	\$14,387,700

Agency Procurement Indicators

20. Department of Parks and Recreation

The Department of Parks and Recreation (DPR) is the City agency responsible for the protection and care of more than 5,000 individual public parks on over 29,000 acres. These range from large-scale properties like Central Park and Coney Island Beach, to small community gardens. DPR also maintains the public space including 1,000 playgrounds, 67 public pools, and more than 800 athletic fields available to all New Yorkers citywide. DPR is also responsible for the care and maintenance of street and park trees, including more than 1 million new trees planted to date as part of the MillionTreesNYC initiative.

Table 20–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	38	\$4,261,300
Competitive Sealed Bid	152	\$375,438,800
Construction Change Order	138	\$10,909,100
Design Change Order	41	\$1,855,400
Emergency	2	\$4,298,500
Government-to-Government Purchase	6	\$2,193,200
Intergovernmental	13	\$5,897,000
Line-Item Appropriation	73	\$1,132,700
Micropurchase	1,899	\$8,609,500
Negotiated Acquisition Extension	1	\$650,000
Renewal	8	\$18,230,500
Request for Proposal	1	\$149,900
Required Source or Procurement Method	4	\$513,800
Small Purchase	389	\$6,212,800
Sole Source	4	\$475,100
Task Order	127	\$43,506,500
DPR Total	2,896	\$484,334,100

Table 20–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	101	\$33,329,800
Construction Services	295	\$335,989,300
Goods	1,837	\$14,199,900
Human Services	69	\$1,036,800
Professional Services	96	\$23,519,700
Standardized Services	498	\$76,258,600
DPR Total	2,896	\$484,334,100

Table 20–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	22	(\$2,513,900)
> \$0 and ≤ \$100 thousand	2,590	\$22,518,300
> \$100 thousand and ≤ \$1 million	154	\$60,409,300
> \$1 million and ≤ \$3 million	86	\$167,785,300
> \$3 million and ≤ \$25 million	44	\$236,135,100
DPR Total	2,896	\$484,334,100

Agency Procurement Indicators

21. Department of Probation

The Department of Probation (DOP) is responsible for the supervision of probationers within the five boroughs. DOP works with residents on probation to foster positive change in their decision-making and behavior in order to expand opportunities for probationers and transition out of the criminal and juvenile justice systems. DOP also connects probationers with meaningful education, employment, health services, family engagement, and civic participation opportunities.

Table 21–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	35	\$295,300
Amendment Extension	8	\$2,548,800
Intergovernmental	8	\$226,000
Line-Item Appropriation	8	\$1,552,800
Micropurchase	165	\$690,500
Negotiated Acquisition	3	\$539,500
Renewal	12	\$2,905,600
Request for Proposal	9	\$3,431,800
Required Source or Procurement Method	10	\$1,802,900
Small Purchase	49	\$839,200
Sole Source	2	\$485,000
Task Order	1	\$39,600
DOP Total	310	\$15,357,000

Table 21–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	1	\$200
Construction Services	2	\$28,300
Goods	181	\$1,505,900
Human Services	88	\$11,956,300
Professional Services	13	\$1,370,200
Standardized Services	25	\$496,100
DOP Total	310	\$15,357,000

Table 21–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> \$0 and ≤ \$100 thousand	267	\$2,752,300
> \$100 thousand and ≤ \$1 million	43	\$12,604,700
DOP Total	310	\$15,357,000

Agency Procurement Indicators

22. Department of Records & Information Services

The Department of Records & Information Services (DORIS) preserves and provides access to the historical and contemporary records of New York City government both online and in-person at the Municipal Library, Archives and Visitor Center. DORIS operates record storage facilities in two locations with a combined capacity of 738,000 cubic feet, and provides records management services to 50 City agencies, ten courts, and the five district attorneys' offices. Visitors to its website can view 900,000 historical photographs and more than 12,000 reports and publications issued by City government agencies. The collection includes more than 10 million historical vital records essential for family history research and a photograph of every house and building in the City since approximately 1940.

Table 22–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Intergovernmental	1	\$61,100
Micropurchase	132	\$677,100
Negotiated Acquisition	1	\$65,000
Small Purchase	1	\$31,300
DORIS Total	135	\$834,500

Table 22–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Goods	31	\$146,000
Professional Services	31	\$338,100
Standardized Services	73	\$350,400
DORIS Total	135	\$834,500

Table 22–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> \$0 and ≤ \$100 thousand	135	\$834,500
DORIS Total	135	\$834,500

Agency Procurement Indicators

23. Department of Sanitation

The Department of Sanitation (DSNY) is the world's largest sanitation department, collecting more than 10,500 tons of residential and institutional garbage and 1,760 tons of recyclables every day. DSNY also clears litter, snow, and ice from 6,000 miles of streets, removes debris from vacant lots, and clears abandoned vehicles from City streets. DSNY promotes a healthy New York City environment through efficient management of the City's recycling and garbage disposal.

Table 23–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	48	(\$341,100)
Amendment Extension	71	\$12,022,000
Assignment	1	\$267,100
Competitive Sealed Bid	18	\$294,515,800
Construction Change Order	43	(\$2,384,100)
Design Change Order	2	\$7,159,600
Emergency	22	\$3,604,900
Government-to-Government Purchase	1	\$908,600
Intergovernmental	1	\$132,700
Line-Item Appropriation	9	\$255,700
Micropurchase	1,023	\$5,226,600
Renewal	9	\$8,299,300
Request for Proposal	5	\$2,838,973,900
Small Purchase	83	\$6,743,100
Task Order	24	\$14,009,600
DSNY Total	1,360	\$3,189,393,700

Table 23–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	5	\$16,175,600
Construction Services	68	\$281,033,800
Goods	520	\$16,168,400
Human Services	2	\$105,000
Professional Services	126	\$5,308,800
Standardized Services	639	\$2,870,602,100
DSNY Total	1,360	\$3,189,393,700

Table 23–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	38	(\$10,394,200)
> \$0 and ≤ \$100 thousand	1,204	\$15,603,900
> \$100 thousand and ≤ \$1 million	94	\$26,145,000
> \$1 million and ≤ \$3 million	8	\$17,403,400
> \$3 million and ≤ \$25 million	12	\$67,538,300
> \$25 million	4	\$3,073,097,300
DSNY Total	1,360	\$3,189,393,700

Agency Procurement Indicators

24. Department of Small Business Services

The Department of Small Business Services (SBS) is dedicated to providing direct assistance to business owners and fostering neighborhood development in commercial districts. SBS also links employers to a skilled and qualified workforce in New York City. Working in coordination with the Office of M/WBE and MOCS, SBS implements the M/WBE program to continue to promote diversity, fairness, and equity in the City's procurement processes.

Table 24–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	69	\$48,843,100
Amendment Extension	57	\$135,671,000
Competitive Sealed Bid	1	\$10,203,200
Construction Change Order	8	\$2,915,300
Intergovernmental	2	\$79,500
Line-Item Appropriation	130	\$13,270,000
Micropurchase	260	\$1,335,400
Negotiated Acquisition	2	\$1,650,000
Negotiated Acquisition Extension	2	\$320,500
Renewal	6	\$16,126,100
Request for Proposal	14	\$7,347,300
Small Purchase	9	\$558,900
Sole Source	4	\$2,713,583,200
Task Order	8	\$798,200
SBS Total	572	\$2,952,701,700

Table 24–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	4	\$24,700
Construction Services	10	\$2,924,000
Goods	51	\$335,300
Human Services	147	\$53,787,600
Professional Services	228	\$2,857,733,000
Standardized Services	132	\$37,897,100
SBS Total	572	\$2,952,701,700

Table 24–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	10	(\$9,411,100)
> \$0 and ≤ \$100 thousand	433	\$7,967,400
> \$100 thousand and ≤ \$1 million	78	\$25,272,300
> \$1 million and ≤ \$3 million	20	\$34,768,600
> \$3 million and ≤ \$25 million	28	\$180,561,300
> \$25 million	3	\$2,713,543,200
SBS Total	572	\$2,952,701,700

Agency Procurement Indicators

25. Department of Transportation

The Department of Transportation (DOT) works to provide safe and efficient movement of people and goods in the City. DOT's work improves traffic mobility, reduces congestion throughout the City, and rehabilitates and maintains the City's transportation infrastructure including bridges, tunnels, streets, sidewalks, and highways. DOT also encourages the use of mass transit and sustainable transportation, and conducts traffic safety programs, such as the Vision Zero Action Plan (Vision Zero). Overall, DOT's work maintains and enhances the transportation infrastructure crucial to the City's economic vitality and quality of life for all City residents.

Table 25–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	49	\$86,326,100
Amendment Extension	13	\$412,300
Competitive Sealed Bid	24	\$540,365,300
Construction Change Order	62	\$84,285,000
Design Change Order	16	\$103,402,900
Emergency	2	\$15,135,000
Intergovernmental	5	\$397,100
Micropurchase	504	\$5,313,300
Negotiated Acquisition	1	\$231,600
Renewal	5	\$28,421,200
Request for Proposal	22	\$109,264,500
Small Purchase	93	\$6,326,400
Sole Source	2	\$432,000
Task Order	28	\$4,373,600
DOT Total	826	\$984,686,300

Table 25–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	51	\$204,321,800
Construction Services	78	\$542,420,100
Goods	306	\$31,779,700
Professional Services	103	\$40,030,000
Standardized Services	288	\$166,134,700
DOT Total	826	\$984,686,300

Table 25–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	15	(\$15,164,700)
> \$0 and ≤ \$100 thousand	658	\$14,849,400
> \$100 thousand and ≤ \$1 million	67	\$24,606,800
> \$1 million and ≤ \$3 million	29	\$59,890,600
> \$3 million and ≤ \$25 million	52	\$435,771,500
> \$25 million	5	\$464,732,700
DOT Total	826	\$984,686,300

Agency Procurement Indicators

26. Department of Youth and Community Development

The New York City Department of Youth and Community Development (DYCD) invests in a network of community-based organizations and programs to alleviate the effects of poverty and to provide opportunities for New Yorkers and communities to flourish.

DYCD supports New York City youth and their families by funding a wide range of high-quality youth and community development programs, including After School, Community Development, Family Support, Literacy Services, Youth Services, and Youth Workforce Development.

Table 26–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	1,587	\$79,815,500
Amendment Extension	11	\$3,730,700
Assignment	26	\$10,176,100
Intergovernmental	6	\$383,300
Line-Item Appropriation	1,158	\$53,831,900
Micropurchase	569	\$2,078,500
Negotiated Acquisition	32	\$13,696,400
Negotiated Acquisition Extension	165	\$79,284,200
Renewal	74	\$27,676,200
Request for Proposal	176	\$199,340,700
Small Purchase	6	\$312,200
Task Order	1	\$78,600
DYCD Total	3,811	\$470,404,300

Table 26–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Goods	307	\$1,647,500
Human Services	3,152	\$444,915,800
Professional Services	63	\$14,871,100
Standardized Services	289	\$8,969,900
DYCD Total	3,811	\$470,404,300

Table 26–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	79	(\$23,130,600)
> \$0 and ≤ \$100 thousand	2,934	\$64,035,400
> \$100 thousand and ≤ \$1 million	694	\$207,914,500
> \$1 million and ≤ \$3 million	88	\$134,344,500
> \$3 million and ≤ \$25 million	16	\$87,240,500
DYCD Total	3,811	\$470,404,300

Agency Procurement Indicators

27. Fire Department of the City of New York

The Fire Department of the City of New York (FDNY) is the largest fire department in the United States and is universally recognized as the world's busiest emergency response agency. It provides fire protection, search and rescue, pre-hospital care, and other critical public safety services to residents and visitors throughout the five boroughs. FDNY advances public safety through its fire prevention, investigation, and education programs. The timely delivery of these services enables FDNY to make significant contributions to the safety of New York City and homeland security efforts.

Table 27-A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	20	\$23,042,000
Amendment Extension	8	\$9,106,600
Assignment	2	\$913,200
Competitive Sealed Bid	9	\$37,224,400
Construction Change Order	2	\$5,641,400
Design Change Order	1	\$4,910,000
Emergency	1	\$448,200
Intergovernmental	45	\$2,223,700
Line-Item Appropriation	23	\$239,200
Micropurchase	257	\$2,543,100
Small Purchase	65	\$3,909,200
Task Order	8	\$43,513,800
FDNY Total	441	\$133,714,800

Table 27-B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	1	\$4,910,000
Construction Services	10	\$14,647,600
Goods	337	\$8,414,800
Human Services	5	\$30,500
Professional Services	23	\$21,622,600
Standardized Services	65	\$84,089,300
FDNY Total	441	\$133,714,800

Table 27-C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	6	(\$913,200)
> \$0 and ≤ \$100 thousand	405	\$9,233,100
> \$100 thousand and ≤ \$1 million	18	\$8,502,700
> \$1 million and ≤ \$3 million	3	\$5,943,300
> \$3 million and ≤ \$25 million	8	\$67,714,500
> \$25 million	1	\$43,234,400
FDNY Total	441	\$133,714,800

Agency Procurement Indicators

28. Human Resources Administration

The Human Resources Administration (HRA) is dedicated to fighting poverty and income inequality by providing New Yorkers in need with essential benefits, such as food assistance, employment services, and emergency rental assistance. As the largest municipal social services agency in the country, HRA helps more than 3 million New Yorkers through the administration of more than 12 major public assistance programs.

Table 28–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	166	\$31,797,900
Amendment Extension	48	\$56,744,100
Competitive Sealed Bid	7	\$12,343,700
Construction Change Order	1	\$34,600
Intergovernmental	70	\$83,708,700
Line-Item Appropriation	217	\$29,153,400
Micropurchase	305	\$1,908,100
Negotiated Acquisition	39	\$323,016,600
Negotiated Acquisition Extension	11	\$4,858,500
Renewal	20	\$36,694,100
Request for Proposal	78	\$415,640,800
Required Source or Procurement Method	12	\$25,191,100
Small Purchase	57	\$3,322,300
Sole Source	2	\$83,300
Task Order	54	\$21,431,200
HRA Total	1,087	\$1,045,928,400

Table 28–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	2	\$45,000
Construction Services	9	\$7,062,900
Goods	344	\$11,452,200
Human Services	548	\$890,277,200
Professional Services	90	\$94,555,200
Standardized Services	94	\$42,535,900
HRA Total	1,087	\$1,045,928,400

Table 28–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	9	(\$5,837,200)
> \$0 and ≤ \$100 thousand	734	\$14,960,600
> \$100 thousand and ≤ \$1 million	153	\$56,663,400
> \$1 million and ≤ \$3 million	77	\$139,564,300
> \$3 million and ≤ \$25 million	112	\$776,453,500
> \$25 million	2	\$64,123,800
HRA Total	1,087	\$1,045,928,400

Agency Procurement Indicators

29. Landmarks Preservation Commission

The Landmarks Preservation Commission (LPC) designates, regulates, and protects the City's architectural, historic, and cultural resources. This includes 1,364 individual landmarks and more than 33,000 properties in 139 historic districts and extensions. The Commission reviews applications to alter landmark structures, investigates complaints of illegal work, and initiates actions to compel compliance with the Landmarks Law.

Table 29–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Construction Change Order	1	\$20,200
Micropurchase	39	\$129,100
Small Purchase	1	\$51,000
LPC Total	41	\$200,300

Table 29–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	1	\$20,200
Goods	14	\$39,100
Standardized Services	26	\$141,000
LPC Total	41	\$200,300

Table 29–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> \$0 and ≤ \$100 thousand	41	\$200,300
LPC Total	41	\$200,300

Agency Procurement Indicators

30. Law Department

The Law Department represents the City, the Mayor, other elected officials, and the City's many agencies in all affirmative and defensive civil litigation, juvenile delinquency proceedings brought in Family Court, and Administrative Code enforcement proceedings brought in Criminal Court. The Law Department attorneys draft and review State and local legislation, real estate leases, contracts, and financial instruments for the sale of municipal bonds. The agency also provides legal counsel to City officials on a wide range of issues such as immigration, education, and environmental policy.

Table 30-A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	39	\$6,540,400
Amendment Extension	6	\$3,021,200
Assignment	2	\$3,093,700
Competitive Sealed Bid	1	\$3,000,000
Intergovernmental	7	\$471,200
Micropurchase	822	\$3,122,500
Negotiated Acquisition	50	\$55,808,000
Negotiated Acquisition Extension	8	\$4,130,000
Renewal	7	\$4,100,000
Request for Proposal	1	\$2,302,500
Small Purchase	8	\$239,100
Task Order	1	\$36,700
Law Total	952	\$85,865,300

Table 30-B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	12	\$236,000
Goods	207	\$1,184,200
Human Services	2	\$2,800
Professional Services	394	\$81,320,400
Standardized Services	337	\$3,121,900
Law Total	952	\$85,865,300

Table 30-C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	2	(\$3,035,300)
> \$0 and ≤ \$100 thousand	882	\$6,277,400
> \$100 thousand and ≤ \$1 million	48	\$16,696,500
> \$1 million and ≤ \$3 million	14	\$22,929,100
> \$3 million and ≤ \$25 million	6	\$42,997,600
Law Total	952	\$85,865,300

Agency Procurement Indicators

31. Mayor's Office of Criminal Justice

The Mayor's Office of Criminal Justice (MOCJ) advises the Mayor and First Deputy Mayor on criminal justice policy, and is the Mayor's representative to the courts, district attorneys, public defenders, and state criminal justice agencies, among others. The office designs, deploys, and evaluates citywide strategies to drive down crime and recidivism, reduce unnecessary arrests and incarceration, and improve the criminal justice system's fairness.

Table 31–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	71	\$18,527,900
Amendment Extension	6	\$5,781,100
Demonstration Project	1	\$320,800
Design Change Order	3	\$344,300
Line-Item Appropriation	45	\$18,080,400
Micropurchase	30	\$321,400
Negotiated Acquisition	2	\$1,250,000
Renewal	13	\$59,087,100
Request for Proposal	3	\$1,402,300
Required Source or Procurement Method	2	\$900,000
Small Purchase	3	\$252,600
MOCJ Total	179	\$106,267,900

Table 31–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	4	\$424,300
Goods	2	\$22,000
Human Services	153	\$105,371,100
Professional Services	6	\$191,700
Standardized Services	14	\$258,800
MOCJ Total	179	\$106,267,900

Table 31–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	2	(\$7,600)
> \$0 and ≤ \$100 thousand	100	\$2,687,000
> \$100 thousand and ≤ \$1 million	59	\$24,766,300
> \$1 million and ≤ \$3 million	9	\$12,289,200
> \$3 million and ≤ \$25 million	9	\$66,533,000
MOCJ Total	179	\$106,267,900

Agency Procurement Indicators

32. New York City Emergency Management

The mission of the New York City Emergency Management (NYCEM) is to prepare for emergencies and to educate New York City residents about emergency preparedness. NYCEM also coordinates the City's response to emergencies, collects and disseminates information to keep the public informed, and organizes recovery efforts. The NYCEM procurement unit is responsible for procuring goods and services to support the agency functions and citywide initiatives.

Table 32–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	4	\$166,600
Assignment	1	\$14,300
Intergovernmental	4	\$273,200
Micropurchase	243	\$1,196,000
Negotiated Acquisition	1	\$484,500
Negotiated Acquisition Extension	1	\$270,000
Renewal	2	\$306,700
Request for Proposal	3	\$21,261,500
Required Source or Procurement Method	1	\$46,200
Small Purchase	17	\$740,000
Task Order	2	\$521,200
NYCEM Total	280	\$25,280,200

Table 32–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	1	\$2,500
Goods	136	\$1,383,400
Professional Services	22	\$1,911,200
Standardized Services	121	\$21,983,000
NYCEM Total	280	\$25,280,100

Table 32–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	2	(\$14,300)
> \$0 and ≤ \$100 thousand	269	\$2,382,200
> \$100 thousand and ≤ \$1 million	8	\$2,912,200
> \$3 million and ≤ \$25 million	1	\$20,000,000
NYCEM Total	280	\$25,280,100

Agency Procurement Indicators

33. New York City Police Department

The New York City Police Department (NYPD) is tasked with enforcing City and State laws, preserving the peace, and providing a safe environment for all New Yorkers. The NYPD accomplishes their mission through the deployment of more than 30,000 uniformed officers across 77 precincts, 12 transit bureaus, nine New York City Housing Authority (NYCHA) Police Service Areas, and in specialized units such as the Intelligence, Counterterrorism, Aviation, Marine, and Organized Crime Control.

Table 33–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	16	\$35,059,100
Amendment Extension	10	\$1,316,600
Assignment	1	\$900,500
Competitive Sealed Bid	12	\$11,417,900
Construction Change Order	7	\$154,100
Emergency	3	\$610,200
Intergovernmental	91	\$78,315,700
Micropurchase	2,056	\$10,811,000
Negotiated Acquisition	2	\$6,523,900
Renewal	14	\$15,258,900
Request for Proposal	3	\$29,076,300
Small Purchase	880	\$13,565,700
Sole Source	1	\$62,205,000
Task Order	10	\$81,969,500
NYPD Total	3,106	\$347,183,800

Table 33–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	8	\$444,000
Construction Services	29	\$11,273,300
Goods	2,102	\$142,942,300
Human Services	2	\$22,300
Professional Services	75	\$160,994,500
Standardized Services	890	\$31,507,400
NYPD Total	3,106	\$347,183,800

Table 33–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	8	(\$18,163,500)
> \$0 and ≤ \$100 thousand	3,038	\$27,191,800
> \$100 thousand and ≤ \$1 million	35	\$15,044,100
> \$1 million and ≤ \$3 million	10	\$16,016,400
> \$3 million and ≤ \$25 million	10	\$99,491,800
> \$25 million	5	\$207,603,200
NYPD Total	3,106	\$347,183,800

Agency Procurement Indicators

34. Office of Administrative Trials and Hearings

The Office of Administrative Trials and Hearings (OATH) is New York City's central independent administrative law court, conducting approximately 300,000 administrative trials and hearings each year. The OATH Hearings Division is responsible for holding hearings on summonses that are issued by the City's various enforcement agencies for alleged violations. The OATH Trials Division conducts trials on more complex administrative matters, such as civil servant disciplinary cases, contract disputes, zoning issues, car seizures by the police, and human rights and discrimination cases. OATH also offers resources and training for City and State administrative law judges and hearing officers through its Administrative Judicial Institute and provides free mediation and conflict resolution services to all City agencies and their employees through its Center for Creative Conflict Resolution.

Table 34–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	6	\$40,000
Amendment Extension	8	\$635,400
Competitive Sealed Bid	1	\$2,432,700
Demonstration Project	1	\$4,431,300
Intergovernmental	1	\$35,400
Micropurchase	150	\$525,600
Negotiated Acquisition Extension	1	\$499,500
Required Source or Procurement Method	2	\$176,600
Small Purchase	2	\$120,000
Task Order	13	\$344,600
OATH Total	185	\$9,241,100

Table 34–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Goods	81	\$464,700
Human Services	1	\$4,431,300
Professional Services	19	\$492,000
Standardized Services	84	\$3,853,100
OATH Total	185	\$9,241,100

Table 34–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> \$0 and ≤ \$100 thousand	178	\$1,335,000
> \$100 thousand and ≤ \$1 million	5	\$1,042,000
> \$1 million and ≤ \$3 million	1	\$2,432,700
> \$3 million and ≤ \$25 million	1	\$4,431,400
OATH Total	185	\$9,241,100

Agency Procurement Indicators

35. Taxi and Limousine Commission

The Taxi and Limousine Commission (TLC) is the agency responsible for licensing and regulating New York City's medallion taxicabs, for-hire vehicles, commuter vans, paratransit vehicles, and certain luxury limousines. TLC licenses and regulates more than 50,000 vehicles and approximately 100,000 drivers, and performs safety and emissions inspections of the 13,587 medallion taxicabs three times each year, as well as biennial inspections of all TLC-licensed For-Hire vehicles, making it the most active taxi and limousine licensing regulatory agency in the United States.

Table 35–A: Procurement by Method

METHOD	COUNT	CONTRACT VALUE
Amendment	2	\$11,100
Intergovernmental	1	\$51,700
Micropurchase	243	\$1,404,200
Negotiated Acquisition Extension	1	\$1,005,000
Renewal	1	\$205,700
Request for Proposal	1	\$0
Required Source or Procurement Method	1	\$344,200
Small Purchase	7	\$533,400
Task Order	4	\$185,000
TLC Total	261	\$3,740,300

Table 35–B: Procurement by Industry

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	2	\$3,600
Construction Services	1	\$2,300
Goods	98	\$845,800
Professional Services	12	\$132,400
Standardized Services	148	\$2,756,200
TLC Total	261	\$3,740,300

Table 35–C: Procurement by Size

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> \$0 and ≤ \$100 thousand	257	\$2,082,800
> \$100 thousand and ≤ \$1 million	3	\$652,600
> \$1 million and ≤ \$3 million	1	\$1,004,900
TLC Total	261	\$3,740,300

APPENDICES, LISTS, AND GLOSSARIES

INTRODUCTION

CITYWIDE PROCUREMENT INDICATORS

AGENCY PROCUREMENT INDICATORS

Major Legislative and Regulatory Reforms

Local Law 109 of 2016: A Local Law to amend the New York City Charter, in relation to requiring the department of small business services to submit an annual report regarding the satisfaction of Minority and Women-Owned Business Enterprises goals by recipients of economic development benefits.

This law requires NYCEDC to assess and evaluate entities to which it provided a loan, grant, or tax benefit greater than \$150,000, or who are involved with the sale or lease of City-owned land for a project expected to retain or create at least 25 jobs, to determine whether they met the M/WBE goals, if applicable, on the particular project and then submit this information to SBS. SBS is required to submit an annual report to the Mayor and the Speaker of the Council containing information including: (i) a list of all recipients of economic development benefits; (ii) the M/WBE goals for these recipients; (iii) whether the recipient conducted a good faith effort to identify and utilize M/WBEs to achieve such goals; and (iv) if M/WBE contracting goals were not met by a recipient, a description of the reasons the goals were not met.

Local Law 113 of 2016: A Local Law to amend the Administrative Code of the City of New York, in relation to requiring training for agency chief contracting officers and agency M/WBE officers and posting related information on the city's website.

This law requires SBS, in consultation with the CCPO, to conduct mandatory trainings for ACCOs and agency M/WBE officers regarding participation of M/WBEs in city procurement. The CCPO must report on such training to the Council annually and the City must post contact information online for M/WBE officers and the date of the last training attended.

Local Law 114 of 2016: A Local Law to amend the Administrative Code of the City of New York, in relation to the establishment of an M/WBE advisory board.

This law establishes an advisory board to enhance City procurement opportunities for M/WBEs. The board consists of a chair and no fewer than ten members appointed by, and serving at the pleasure of, the Mayor. The board's responsibilities are to advise the Mayor on M/WBE issues and methods of increasing M/WBE participation in procurement, to provide information to firms owned by minorities and women about opportunities and programs for M/WBEs and to encourage them to certify as M/WBEs, and to educate relevant stakeholders and others in order to support the City's efforts to increase M/WBE opportunities through regulatory and legislative changes. The board's chair is also authorized to direct the board to gather and disseminate information and convene meetings to improve information sharing and the provision of advice about M/WBE issues and opportunities.

Local Law 116 of 2016: A Local Law to amend the Administrative Code of the City of New York, in relation to requiring agency minority and women-owned business enterprise utilization plans to be published online.

Previously, each agency that made more than \$5 million in procurements in the previous fiscal year is required to submit an M/WBE utilization plan for the following fiscal year to SBS. The utilization plan details the M/WBE participation goals set by the contracting agency. Upon approval from SBS, the agency must then submit a copy of the utilization plan to the Speaker of the Council. This law requires that these plans are also posted online for public access and changes the date of submission each year from April 1 to July 31.

Local Law 117 of 2016: A Local Law to amend the Administrative Code of the City of New York, in relation to amending reporting requirements related to M/WBE participation.

Previously, agencies were required to report information on the number and total dollar amount of contracts awarded (by status as MBE, WBE, EBE, and non-certified firm) only for those contracts where the agency set participation goals. This law removes this limitation and instead requires this information for all agency contracts. Additionally, the law amends the contractual value ranges for which information is reported by clarifying that the number and total value of contracts must be reported by: those contracts at or below the micropurchase limit, between the micropurchase limit and the small purchase limit, and between the small purchase limit and \$1 million (in addition to the already existing ranges of \$1-5 million, \$5-20 million, and above \$25 million). Finally, the law requires that the data providing a basis for the M/WBE report be made available to the Council electronically in a machine-readable format.

Local Law 118 of 2016: A Local Law to amend the Administrative Code of the City of New York, in relation to amending reporting requirements and agency goals related to participation of minority and women owned business enterprises in procurements.

Under Local Law 1 of 2013, prior to soliciting bids or proposals for contracts valued at more than \$10 million (other than contracts for capital projects valued at more than \$25 million and certain contracts that are otherwise exempt), agencies must submit the bid or proposal to the CCPO for a determination whether it is practicable to divide the proposed contract into smaller contracts and whether doing so would enhance competition for such contracts among M/WBEs and EBEs and other potential bidders or proposers. This law now requires the annual MWBE report to include a detailed explanation of such CCPO determinations. Additionally, the law changes the dates by which each agency must submit their M/WBE utilization plan (from April 1 to July 31), anticipated contracting schedule (from July 31 to June 30), and performance improvement plan (from October 1 to January 31). Finally, the law removes dollar limitations on the purchases of goods for which agencies have to submit an M/WBE utilization plan.

Local Law 172 of 2016: A Local Law to amend the Administrative Code of the City of New York, in relation to requiring disclosure of entities that own entities that do business with the city

This law adds the names of entities with a 10% or greater ownership stake in entities that conduct business with the City, in addition to the names of individuals with a 10% or greater stake, to the Doing Business Database maintained by the City.

Local Law 191 of 2016: A Local Law to amend the Administrative Code of the City of New York, in relation to the viewing of dates from the doing business database

This law requires the Doing Business Database to display the date a person is considered doing business. It also requires a list of persons removed from that database to be posted on the City's website.

Local Law 72 of 2017: A Local Law to amend the Administrative Code of the City of New York, in relation to increasing the contract award threshold requiring a vendor doing business with the city to complete a VENDEX questionnaire.

This law increases the threshold requiring a vendor doing business with the City to complete a VENDEX questionnaire from \$100,000 to \$250,000 in aggregate contracts or subcontracts over the preceding 12 months.

Local Law 74 of 2017: A Local Law to amend the Administrative Code of the City of New York, in relation to requiring contractors and subcontractors to submit information to VENDEX electronically.

This law requires contractors and subcontractors doing business with the City to submit information required by VENDEX questionnaires electronically.

Local Law 76 of 2017: A Local Law to amend the New York City Charter, in relation to requiring information about city contracts and contractors to be available online for public access.

Currently, MOCS operates a Public Access Center in its offices that provides access to the VENDEX system. This law requires that access to this system be available to the public through the City's website.

Fiscal 2017 Indicators Glossary

Accelerated Procurement: A procurement method used to buy commodities, such as fuel, that must be obtained quickly due to significant shortages and/or short-term price fluctuations.

Agency Chief Contracting Officer (ACCO): A position delegated authority by the Agency Head to organize and supervise the procurement activity of subordinate agency staff in conjunction with the CCPO. See City Chief Procurement Officer (CCPO). The DACCO is the Deputy Agency Chief Contracting Officer and works under the ACCO.

Amendment: A change made to a contract without revoking the entire original agreement. For the purposes of this report, amendments are considered to be changes to contracts that add or subtract funds to reflect programmatic needs, and do not extend the contract's term.

Amendment Extension: A procurement method to continue a contract for up to one year, most often for a human services program that would otherwise expire and has no other renewal provisions available. These extensions ensure that services can continue without interruption.

Apprenticeship Programs: Apprenticeship programs, which are approved and registered by the New York State Department of Labor, train skilled workers through a combination of on-the-job training and classroom instruction. The City requires that construction contractors have access to approved apprenticeship programs in order to bid on certain procurements. Moreover, all apprenticeship programs are required to successfully complete a two-year probationary period following their initial registration.

Architecture/Engineering Services: A class of services specifically related to the preparation of plans and specifications for construction projects. This category does not include construction management, build contracts, or the preparation of environmental studies. Contracts to hire licensed architects or professional engineers are included.

Assignment: An agreement to transfer from one vendor to another the right to receive payment and the responsibility to perform fully under the terms of the contract. For the purposes of this report, assignments are considered to be transfers that occur under circumstances such as when a vendor defaults, fails to fulfill its responsibilities or otherwise becomes unable to continue, not transfers that occur when a vendor undergoes a corporate change such as a merger, acquisition, or name change.

Award: The action taken by the agency, based on the evaluation criteria, to select the winning bidder or proposer for a specific competition that results in a contract.

Bid: An offer, as a price, whether for payment or acceptance; a tender given specifically to a prospective purchaser upon request, usually in competition with other bidders.

Buy-Against: The process by which an agency may obtain from a successor vendor, selected with competition to the maximum practical extent, the goods and services needed to fulfill their requirements after a vendor defaults or fails to fulfill their contract responsibilities.

Capital Project: Capital projects are funded by a budget covering a single fiscal year and involve physical infrastructure used in support of government operations or for general public use. These projects are valued at or over \$35,000 and are expected to be utilized for at least five years.

Change Order: An agency-authorized alteration, change, amendment, or modification to a contract or agreement that adjusts the price or time for performance. A change order permits the vendor to complete work that is included in the scope of the contract and permits the agency to make non-material changes to the scope.

City Chief Procurement Officer (CCPO): Position delegated authority by the Mayor to coordinate and oversee the procurement activity of mayoral agency staff, including ACCOs. The Mayor has designated the Director of MOCS as the CCPO.

Citywide Bidder's List: A list of vendors who do business with the City from whom bids or proposals can be solicited.

Competitive Sealed Bid (CSB): The most frequently used procurement method for purchasing goods, construction and standardized services, as well as concessions. CSBs are publicly solicited and awarded to the responsive and responsible vendor that agrees to provide the goods or services at the lowest price, or in the case of concessions, the highest amount of revenue to the City.

Competitive Sealed Proposal (CSP):
See Request for Proposals.

Comptroller: The citywide elected official authorized to audit the City's financial condition and to advise on fiscal operations, policies, and transactions. The Comptroller is also required to register all contracts before payments can be made to vendors.

Concept Report: City agencies are required to issue a detailed concept report prior to the release of a Request For Proposals (RFP) that establishes a new client services programs or a substantial reorganization of an existing program. These reports must describe anticipated changes in the number or types of clients, geographic areas to be served, evaluation criteria, service design, price maximums and/or ranges per participant. Concept reports, together with the comments received from the public, are used by agencies to draft the subsequent RFP.

Concession: Income generating contract for the private use of City-owned property to serve a public purpose. Examples include pushcarts, recreational facilities such as golf courses and tennis courts, and parking lots. Concessions do not include franchises, revocable consents, or leases.

Construction Change Order (CCO): Amendments to construction contracts used to implement necessary changes to ongoing construction projects (e.g., unanticipated conditions discovered in the field).

Construction Services: Construction services provide for the construction, renovation, rehabilitation, repair, alteration, improvement, demolition, and excavation of physical structures, excluding the performance of routine maintenance. This category of services includes trade work such as: painting, carpentry, plumbing, electrical installation, and asbestos and lead abatement.

Contract: A written agreement between the City and a vendor in an amount that gives rise to obligations that are enforced and recognized by the law.

Cycle Time: The length of time it takes agencies to process procurements. For this report, cycle time is measured from the date that the public is notified of a procurement to the date it is sent for registration.

Demonstration Project: A short-term, carefully planned pilot exercise to test and evaluate the feasibility and application of an innovative product, approach, or technology not currently used by the City. At the conclusion of the contract term, based upon the documented results of the project, the agency determines whether to competitively acquire or to discontinue the use of the product, approach, or technology.

Design Change Order (DCO): An amendment to a design consultant contract (i.e., architecture or engineering).

Discretionary Award: See Line Item Appropriation.

Emergency Procurement: A method of procurement used to obtain goods and services very quickly, in many instances without competition, when an agency must address threats to life, safety, or property or provide a necessary service on an emergency basis.

Environmentally Preferable Purchasing

(EPP) Laws: The City's Environmentally Preferable Purchasing laws (Local Laws 118, 119, 120, 121, and 123 of 2005) are designed to minimize the environmental harm caused by the City in its role as a consumer of goods. The program focuses on the human health and environmental impact of goods and products purchased by the City to address a host of environmental concerns, including energy and water use, air quality, greenhouse gas emissions, hazardous substances, recycled and reused materials, and waste reduction.

Fiscal Year: The City's fiscal year runs from July 1st to June 30th. The Fiscal 2017 year ran from July 1, 2016 through June 30, 2017.

Franchise: An income generating contract that confers the right to occupy or use City property, such as streets or parks, to provide a public service. For example, a franchise contract could provide telecommunications or transportation services.

Franchise and Concession Review Committee

(FCRC): The FCRC has six members: two appointees of the Mayor, one each from the Corporation Counsel, Office of Management and Budget, and the Comptroller, and one voting seat shared by the five Borough Presidents who rotate voting control based on the location of the item under consideration. MOCS oversees agency compliance with the applicable laws and regulations on behalf of the Mayor. Concession awards solicited by CSB require neither a hearing nor a FCRC approval vote. For concessions other than those procured by CSB, the awarding agency and FCRC hold joint public hearings for any award that has a total potential term of at least 10 years, will result in annual revenue to the City of more than \$100,000, or is considered to have major land use

impacts. Concessions awarded by RFP do not require an approval vote. Concessions awarded pursuant to methods such as a sole source or negotiated concession typically require two FCRC approvals, one to authorize the agency to proceed with the concession and one to approve the resulting agreement.

Goods: This category includes all purchases of physical items, including but not limited to equipment and materials, excluding land or a permanent interest in land. Most purchases of goods above the small purchase limit are made by DCAS.

Government-to-Government Procurement

(or Purchase): The procurement of goods, services, and construction, or construction-related services directly from another governmental entity.

Health and Human Services (HHS) Accelerator:

HHS Accelerator, now part of the Mayor's Office of Contract Services, is a system that facilitates the central management of the procurement process for human services and contractual relationships with client services vendors by creating and maintaining a web-based document vault; creating and maintaining a centralized, electronic and web-accessible categorization system of services provided for all City agencies; prequalifying client services providers; and managing procurements for client services.

Human Services: A class of services that is provided directly to third party clients. This category includes social services such as: day care, foster care, homeless assistance, housing and shelter assistance, counseling services, youth programs, after-school and recreation programs, senior centers, educational and employment training and assistance, health or medical services, home care, and other similar services. Vendors in this category are primarily nonprofits.

Innovative Procurement: Agencies are permitted by the PPB Rules to test any new procurement method on a limited number of procurements. Once the tested methods are evaluated, PPB determines whether to codify the new methods for future use.

Intergovernmental Purchase: A fast-track method that enables City agencies to buy goods or services using pre-existing contracts between vendors and other government agencies, typically by the New York State Office of General Services or the United States General Services Administration.

Line Item Appropriation: As part of the City's budget process, the City Council and Borough Presidents provide funding to specific vendors, typically community-based human services organizations, cultural institutions, or other nonprofits. The contracts through which those funds flow are classified as line item or discretionary appropriations.

Living Wage Law: A law designed to ensure that certain employers who hire workers under City contracts pay their employees a living wage which includes supplemental wages such as health care. New York City establishes a pay rate requirement for certain types of contracts for building services, childcare, Head Start, home care, food services, temporary workers, and services to persons with cerebral palsy. See NYC Administrative Code 6-109.

Modification: See amendment.

Master Service Agreement: A type of contract under which a vendor or pool of vendors hold a master agreement defining a general scope of services, with specific assignments determined through subsequently-issued task orders.

Micropurchase: A method used to buy goods, services, or construction valued at up to and equal to \$20,000 for most services, or up to \$35,000 for construction services. Agencies may buy from any available vendor at a fair price, without formal competition.

Minority-and Women-Owned Business Enterprises (M/WBEs): Pursuant to Local Law 1 of 2013, a minority-owned or woman-owned business certified by the New York City Department of Small Business Services as having a real and substantial business presence in the market for the City of New York and being authorized to do business in New York State, including sole proprietorships, partnerships and corporations, in which (1) at least 51% of the ownership interest is held by United States citizens or permanent resident aliens who are either Black Americans, Asian Americans, Hispanic Americans, or women; (2) the ownership interest of such individuals is real, substantial, and continuing; and (3) such individuals have and exercise the authority to control independently the day to day business decisions of the enterprise.

Negotiated Acquisition: The method of procurement that is used when only a few vendors are available to provide the goods or services needed, when there is limited time available to procure necessary goods or services, or when a competitive procurement is otherwise not feasible.

Negotiated Acquisition Extension (NAE): This is the sole option to extend certain contracts when extension or renewal terms have been exhausted or are unavailable. It may be utilized to provide an agency sufficient time to draft, issue, and make new awards under a competitive solicitation. These extensions ensure that services may continue uninterrupted. NAEs are also used to ensure the completion of ongoing construction projects that are not finished by the contract's expiration date, and may extend the amount of time and/or money allocated to complete a project.

Open Contract: An unexpired or incomplete contract against which payments are currently being made.

Payee Information Portal (PIP): PIP is a service that allows vendors to create and manage an online account with their business information, identify the types of goods and services they can provide to the City, view their financial transactions with the City, and enroll in the City's "Bidders' Lists" to receive relevant solicitations.

Prequalification: A process used by agencies to evaluate the qualifications of vendors for provision of particular categories of goods, services, construction, or construction-related services based on criteria such as experience, past performance, organizational capability, financial capability, track record of compliance, and business integrity.

Prevailing Wages: Wage schedules mandated by New York State Labor Law (Sections 220 and 230) that define the wages to be paid for certain types of work under construction and building service contracts and subcontracts.

Prime contract: An agreement between an entity and a city agency for the provision of goods or services. The term "prime" is most commonly used when an entity or contractor that has entered into an agreement with a city agency, also engages subcontractors (see subcontractor definition) to carry out the responsibilities of such contract.

Procurement: The process the City uses to buy, purchase, rent, lease, or otherwise acquire any goods, services, or construction. It also includes all functions for obtaining any good, service, or construction including planning, description of requirements, solicitation and selection of sources, preparation and award of contract, and all phases of contract administration, including receipt and acceptance, evaluation of performance, and final payment.

Procurement Policy Board (PPB): Pursuant to the New York City Charter, the PPB establishes the rules that govern the methods of selecting procurement types, soliciting bids and proposals, awarding and administering contracts, determining responsibility, retaining records, and resolving contract disputes. The PPB must review its rules, policies, and procedures on an annual basis and submit a report to the Mayor, Comptroller, and City Council with recommendations on agency organization and personnel qualifications in order to facilitate efficient procurement. The PPB consists of five members, three of whom are appointed by the Mayor and two of whom are appointed by the Comptroller.

Procurement Training Institute (PTI): A division within DCAS's Citywide Training Center overseen by MOCS that is responsible for the training and certification of NYC procurement professionals. MOCS develops and presents a full curriculum of classes on best practices and compliance with City procurement laws and regulations, schedules classes on various topics, assists agencies with registration, and tracks the certification of those requiring certification.

Professional Services: Services that require the provider to possess specialized skills, including the holding of advanced degrees and exercise of independent judgement. Examples include: accountants, lawyers, doctors, computer programmers, architectural and engineering services, construction management services, and an array of consulting services, including medical, information technology, and management consulting.

Project Labor Agreement (PLA): An agreement between an owner of real property and building trades unions that provides for common labor provisions applicable to all bidders (contractors) and their subcontractors.

Proposal: An offer made by one person to another as a basis for negotiations for entering into a contract.

Public Hearing: Public hearings are held on contract awards to ensure transparency in the procurement process and give the public an opportunity to comment on proposed terms. The City conducts hearings on most contracts valued above \$100,000. Public hearings are also required for certain franchises and concessions.

Public Work: Construction, reconstruction or maintenance work done on behalf of a public entity that takes place on public property to benefit the public. Building services that are associated with care and upkeep of an existing building (e.g., cleaners, gardeners, and security guards) are defined as work on behalf of a public entity where the contract is valued at more than \$1,500.

Purchasing Card (P-card): An agency-issued credit card that facilitates quick processing of micropurchases at a reduced administrative cost, while providing financial controls, oversight, and transparency.

Registration: The process through which the Comptroller (1) encumbers or holds funds to ensure payment to the vendor on successful completion of the contract; (2) records all City contracts and agreements; (3) objects if there is sufficient evidence of corruption related to the procurement process itself or with the selected vendor; and (4) tracks City payments and revenues associated with each contract or agreement. After a City agency submits a contract package, the Comptroller has 30 days to either register or reject the contract.

Renewal Contract: Method used to continue operation of a registered contract beyond its initial terms, as stipulated in the original contract.

Request for Proposals (RFP): Also known as Competitive Sealed Proposals (CSP), this method is used when an agency must consider factors in addition to price, such as the vendor's experience and expertise. RFPs are most frequently used when procuring human services, professional services, and architecture/engineering services. RFPs are also used for some concessions, where the agency, in determining which proposal is most advantageous to the City, wishes to consider both the revenue to the City and such other factors or criteria as are set forth in the RFP.

Required/Authorized Source or Method: A state or federal agency or a private entity (such as a nonprofit) that is funding a particular purchase through a City agency may mandate either the specific vendor to be used for the provision of goods or services, or a specific process for selecting a vendor. In other instances, New York State law provides a "preferred source" procurement method for particular types of vendors (e.g., those employing disabled New Yorkers).

Requirements Contract: A contract entered into by a City agency, usually DCAS or DoITT, with a vendor that agrees to supply the City's entire "requirement" for a particular good or service.

Responsible Bidder or Proposer: A vendor that has the capability in all respects to perform all contract requirements, and the business integrity and reliability that will assure performance in good faith.

Responsive Bidder or Proposer: A vendor whose bid or proposal conforms to the terms set out by the City in the solicitation.

Retroactive: A retroactive contract is one registered by the Comptroller after the contractual start date.

Returnable Grant Fund (RGF): A short-term, interest-free loan program managed by MOCS for nonprofits that do business with the City. MOCS reviews, approves, and processes loan applications. The Fund for the City of New York (FCNY) issues the loans and manages the reporting.

Revocable Consent: A grant for the private use of City-owned property for purposes authorized in the City Charter (e.g., for cafés and other obstructions), which may be revoked at the City's discretion.

Regional Input-Output Modeling System (RIMS II): A system developed by the U.S. Bureau of Economic Analysis that provides a methodology for determining the local economic impact of public spending, including employment multipliers which estimate the change in employment resulting from a \$1 million increase in demand for a given industry. The employment multipliers are based on a detailed set of national industry accounts which, in part,

measure the typical labor input within each of 62 aggregated industry categories. The employment impact of the City's procurement activity is estimated by matching each contract to an industry and using the corresponding multiplier to compute the number of resulting jobs.

Small Purchase: A method used for buying goods, services, and construction valued at up to and including \$100,000.

Sole Source: This procurement method is used when only one vendor is available to provide the required goods or services. This method is also used to "pass through" funds that support the NYC Economic Development Corporation and the capital construction projects of City-owned cultural institutions. For concessions, agencies may award without competition when it is determined that there is either only one source for the required concession, or that it is to the best advantage of the City to award the concession to one source.

Solicitation: The process of notifying potential vendors that an agency wishes to receive bids or proposals for furnishing goods, services, or construction. The process may include public advertising, mailing invitations for bids and requests for proposals, posting notices, and/or delivery of telephone or fax messages to prospective vendors.

Subscription: A method used by agencies to purchase periodicals, off-the-shelf trainings, or memberships in professional organizations. Pursuant to PPB Rule 1-02, this method does not require agencies to perform a competition (as there is usually only one possible provider); however, the procurement is subject to review and approval by MOCS.

Standardized Services: Services that do not typically require a provider to have experience in a specialized field or hold an advanced degree. A standardized service is highly commoditized and procurements for such services are generally awarded based on the lowest price. Examples of Standardized Services include: security, janitorial, secretarial, transportation, office machine repair, collection, and food related services. Contracts for services such as plumbing, electrical, and HVAC for maintenance and repair not related to new construction also fall into this category.

Subcontractor: A person who has entered into an agreement with a contractor to provide services or perform work that is required pursuant to a contract with a City agency.

Task Order Contract: See Master Service Agreement.

VENDEX (Vendor Information Exchange System): A public database that tracks vendor information as provided by vendors in City administered questionnaires, as well as information provided by City agencies and law enforcement organizations. Vendors are required to file both a Vendor Questionnaire and Principal Questionnaires every three years if they have done \$100,000 or more worth of business with the City (contracts, franchises, and concessions) during the preceding 12 months, or if they have sole source contracts totaling more than \$10,000.

Vendor: An existing or potential contractor.

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